

**The Forum  
Bradford on Avon Health Centre Patient Participation Group**

**Inaugural Annual General Meeting September 18<sup>th</sup>. 2006 7pm.  
Bradford on Avon Health Centre**

**Minutes**

1. **Present:** Fifteen members plus two members of the medical staff. Alan Fox welcomed all to this our first AGM.
2. **Apologies:** from Michael Coppell, Janet Jarmin, Peter Jarmin and Diana James
3. **Adoption of Constitution.** Alan Fox explained that there had been two possible routes, one of which would assume that we would seek charity registration status. However, as we were still in an embryonic state, the Steering Group had opted for this Constitution as a foundation. If the PPG wanted to pursue the 'charity' route it could be looked at again. With the minor addition stating the need for a quorum of seven members the Constitution was accepted unanimously, there were no abstentions and no one voted against.
4. **Nominations and Election of Officers**

*Chairman:* Alan Fox, nominated by Trevor Rothwell,  
Seconded by Derek Glover and declared.

*Vice-Chairman:* Sue Leggett, nominated by Trevor Rothwell  
Seconded by Daphne Squire and declared.

*Secretary:* Lynne Coombs, nominated by Alan Fox,  
Seconded by Joan Scott and declared.

*Treasurer:* Sue Walters, nominated by Derek Glover,  
Seconded by Sue Leggett and declared
5. **Co-options:** Trevor Rothwell has been co-opted to continue his work supporting the Health Centre in their appeal for a dispensary at the Winsley Surgery. Denise Savage has kindly offered to be co-opted for assistance with secretarial work should there be any time-limited pinch points outstripping Lynne's capacity. Other co-options will occur as needed depending on the project directions.
6. **Awareness Evening Topics**

Topics identified by members were:

  - Arthritis

- Osteoporosis
- Heart Disease [including angina]
- Care of the elderly
- Senile dementia
- Breast cancer
- Asthma
- Day Surgery
- Genetic Counselling
- Prostrate cancer research
- Living with young People
- Mental health difficulties

The first awareness evening had been very much appreciated by those attending and had formed a useful pilot launch. It was felt that increased participation in like events can be achieved by wider publicity. Now The Forum is officially constituted it was felt it could increase its visibility. Several members, who are also members of BOA Community Health League of Friends, offered to give out information regarding the PPG from their stall at the Community Day on September 24<sup>th</sup>. It was also felt that our profile could be raised by assisting with refreshments during 'flu jab' sessions. The Committee would liaise with volunteers and the Health Centre in sorting out details.

7. **Dates of PPG Meetings for 2006-2007**

December 4                      March 12                      June 11

8. **Date of 2007 AGM: September 17<sup>th</sup>.**

**End of Inaugural Annual General Meeting**