**ST JOHN’S WAY MEDICAL CENTRE**

**PATIENT PARTICIPATION GROUP**



**ANNUAL GENERAL MEETING**

**Wednesday 20th June 2018**

**6.30 – 8.00pm at SJW, 96 St John’s Way, N19**

**(nibbles from 6.15pm onwards)**

**AGENDA**

**\*** To help meetings go smoothly, please email queries and suggestions in advance to [sjwpatient.group@nhs.net](mailto:sjwpatient.group@nhs.net) or ring Jenny on 020 7561 7261 with any topics you want to raise

|  |  |
| --- | --- |
| 1. **Quorum count and overview of AGM from the Chair**   ***(NB t****he quorum for all general meetings shall be 5 members)* | 6.30pm |
| 1. **Minutes and Matters arising**  * Last meeting on 13.03.18 | 6.35pm |
| 1. **The Officers’ Yarns**    1. Songs from the Chair    2. Snippets from the Secretary    3. The Tale of the Treasurer    4. Thanks in Practice | 6.45pm |
| 1. **Appointment of Officers** 2. Current Officers 3. Nominations for Chair, Treasurer and Secretary *NB please use nomination form attached with this agenda* 4. Voting if more than two nominations for each position | 7.15pm |
| 1. **20-minutes - Open Forum Discussion:**  * Item 1 - should the PPG apply for a second year of funding?   *Want to send an Open Forum topic? See above agenda* **\*** *for “how to…”* | 7.30pm |
| 1. **Agenda Item - suggestions for next meeting**   *If you want to make suggestions please write these down on the form provided and hand items to Penny at the meeting* | 7.50pm |
| 1. **Dates and Chair for next PPG meetings**   **Next Chair for SJW PPG meeting \_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_\_?**  **Next SJW PPG meetings – to be confirmed at the meeting**   * Wednesdays at 6.30pm on: 12.09.18, 05.12.18   **Next Pan Islington PPG meeting:** to be confirmed – Wednesday 13th June, 6:15 – 7:45pm at Resource for London (see poster overleaf) | 7.55pm  ***Meeting ends at 8.00pm*** |

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**NOMINATIONS FOR OFFICERS**

Current Officers of the Association as elected by the general meeting on 21.06.17 are as follows:

|  |  |
| --- | --- |
| Chair | Rina Silverman |
| Vice Chair | Jan Pollock |
| Secretary | Christina Sanchez de Beggs |
| Treasurer | Mary Slow |

Other Officers of the Association, as elected by the general meeting after 21.06.17:

|  |  |
| --- | --- |
| Committee member 1 | Frank Jacobs (elected on 13.09.17) |
| Committee member 2 | Carmen Walters (elected on 13.09.17) |
| Committee member 3 |  |

NOMINATION FORM

I nominate the following PPG member(s) to stand as an officer on the Committee:

|  |  |
| --- | --- |
| NOMINEE  (person nominated to stand as officer) | NOMINATED BY  (please write your name below) |
|  |  |
|  |  |
|  |  |
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|  |  |
|  |  |

You can nominate people who are currently officers (see list above).

You can nominate as many people as you wish by writing down their names.

Voting and appointment of officers will take place at the AGM on 20th June 2018.

Please come to the meeting if you want to vote!

