



DP proposed that the 'Term of Office' for each member should be 2 years but that there should not be a limit to the number of times for re-application. That ideally the group should be made up of 50% existing members and 50% new members taking into account the Practice Profile. If there are too many applications from existing members, the longest standing will need to stand down (providing there are enough new members to be elected on.

If there is a more pro-active recruitment process – then a question of availability – afternoon, evenings & times. To attract a more cross-section of the patient population then meetings should be re-arranged accordingly.

This review would only apply if amendments needed to be made.

The Constitution and Terms of Reference were adopted as an interim.

It was agreed that the formation of sub-groups would be looked at positively.

AD wished that it be recorded the thanks to AT & WS for all their obvious hard work in putting this document together. Unanimously carried.

5. Appointment of Officers – until AGM in April 2012

Chair	David Pratt		
Secretary	Brenda Stevenson		
Proposed AT	Seconded	IS	

Vice Chair	Alan Tiplady		
Proposed:	JH	Seconded	IS

Any other Business

1. Recruitment process  
Sub group to meet before November meeting to discuss ways forward  
DP / JW / JH / AT / LD
2. DP had attended a chair's meeting where a presentation was given by the Family Doctors Association on 'What patients need from a practice'. DP will take copies of the slide and bring to the November meeting.
3. AT – item for discussion at October meeting - Lady Bay new doctor / new surgery possible effects on this practice.

Date of next meeting: Wednesday 12 October 2011. 2.15 for 2.30pm