

Chipping Norton Patient Participation Group

Meeting purpose	CNHC PPG Steering Group meeting – August 2018
Attendees	Chris Bean – CNHC (CB), Chris Knowles (CK), Sue Chapman (SC), Jan Cottle (JC), Moira Packer (MP), Dave Winpenny (DW), Kris Chodyniewski – CNHC (KC), Chris Gascoigne (CG), Betty Griffiths (BG), Steph Harrison-White (SHW), Nick Parker (NP)
Apologies	Betty Griffiths (BG), Peter Branson (PB)
Date	10 th August 2018

Notes	Action
Declarations of interest taken	-
Minutes from June 2018 meeting were accepted.	-
Steering Group positions It was agreed that the Steering Group required additional roles; Vice-Chair: Moira Packer & Secretary: Peter Branson. Agreed by all to proceed on this basis	-
Constitution and Terms of Reference. It was decided that the current Constitution and Terms of Reference were adequate for the time being and that the Steering Group should focus on ensuring that they represent the views of the CNHC patients to the best of their ability.	-
Chippy WellFest & Nick Parker. Nick provided a personal & professional overview of the reasons behind Chippy WellFest which is scheduled on Saturday 29 th September at Chipping Norton Theatre. It was agreed that the PPG will “advertise” the event via social media and the newsletter. CNHC are unable to provide a speaker for the event on this occasion.	DW
Patient Story for newsletter. Nick Parker (NP) agreed to provide a “patient story” for the next newsletter.	NP

Next meeting will be held at CNHC on Monday 10th September @ 7:00pm