

DONCASTER LINK – ANNUAL REPORT GROUP – MEETING SUMMARY

Date:
30th March 2010

Time:
10 am

Venue:
Doncaster Business Innovation Centre

Attendees:
Sheila Barnes, Rita Holdsworth, Kay Kirk, Jan Higgins (Host) and Donna Cibor (Host)

None Attendees:
Paul Morton

Apologies:
None

The following is purely to give the essence of the meeting.

Opening:

The meeting was chaired by Sheila Barnes.

- The Host informed the group the venue had been provisionally booked (as per the ICE Group's request) at the following:

<u>Venue:</u>	<u>Time:</u>	<u>Date:</u>
Doncaster Trades 18 South Mall Frenchgate Centre Doncaster DN1 1LL	12 noon to 2pm	11/06/10

A buffet is to be provided.

- The group agreed that they would follow last years' report and amend accordingly. It was agreed the following volunteers would produce the content for the stated part of the report:

01	Introduction	Sheila Barnes
02	Elections	Kay Kirk/Host
03	LINK Representation In Other Organisations	Sheila Barnes/Host
04	Wider Membership	Kay Kirk/Host
05	Communications and Engagement	Kay Kirk
06	Working in Partnership	Sheila Barnes

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07	Hospital Discharge and After Care	Rita Holdsworth
08	GP Access	Sheila Barnes
09	Training	John Burke/Host
10	Cross Boundary Networking	Sheila Barnes
11	360° Evaluation of Host Performance	Sheila Barnes/Host
12	Budget	Host
13	Future Plans – ICE Group	Kay Kirk
	Future Plans – CQC	Sheila Barnes
	Future Plans – Chiropody	Kay Kirk
	Future Plans – Pharmacy	Sheila Barnes
	Future Plans – Ambulance Services	Sheila Barnes
14	Acknowledgements	Sheila Barnes

Action: All contents of the report to be sent to the Host by Friday 23rd April 2010.

- The next AGM Report Group meeting will be held on Thursday 29th April 2010 at the DBIC from 1pm to 3pm.
- **Item 8 – Close.** The meeting closed at 11.30am.

Minutes submitted by:

Jan Higgins

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