

Friends of Leacroft

Agenda for meeting on 4TH July 2023 @ 4 p.m.

1. Agreement of proposed Co-Chair and Co-notetaker
2. Apologies
2. Minutes of meeting of 10th June
 - Agreement they are a true record
 - Matters arising
 - Agreement to proceed
3. Contact details for all members – e mail and appropriate contact number
4. Review the draft new Mission statement and agree final version
5. Review of the draft new Terms of Reference and agree final version.
6. How do we think the new group can operate to achieve the Mission statement aims
7. Agree a date of next meeting at which the next steps will need to be discussed and agreed:
 - Selecting members for positions of Chairperson, Secretary and Treasurer (positions are open to all members of the group).
 - Reporting and ground rules between the 2 sections of the group
 - Communication to Patients