

Gateshead LINK

Promotional Task Group Meeting Thursday 11th September 2008 1.00pm – 3.00pm

Room F20

MINUTES

Present:

David Wallace	Voluntary Worker
Ian Mason	Resident
Kim Newton (minute taker)	Gateshead LINK
Annie Murphy	GVOC Host
Bill Llewellyn	Resident
Gretal Keadell	Resident

Apologies:

Andi Parker	Gateshead Council
Christine Squires	Resident
Alison McClellan	Resident
Kay Parker	Resident
Vicky Parsons	Resident

1. Welcome and apologies

Ian Mason was nominated and accepted as Chair.

Minutes of last meeting and matters arising

It was clarified that the purpose of the visit to the deaf forum is to update the group on the LINK progress

The minutes of the last meeting were agreed as a true record

2. October Event discussion *review / update*

An update of the October event was given to the group and it was noted a postal list had been set up by project staff for circulation of LINK publicity. This included: The GVOC database, GCN contacts and various other groups and individuals.

A publicity information spreadsheet that contains details of newsletters and leaflets produced by other organisations was circulated to the group for discussion. Kim requested if any members had contacts for publicity they could be forwarded to the project staff. These will then be added to the list.

3. LINK Bulletin- draft for discussion

Annie presented a draft copy of the second LINK Bulletin that aims to update individuals and organisations on LINK developments. Members of the Operational Group approved the draft and asked that it be submitted to the next LINK Steering Group for ratification.

4. Membership update

Annie informed the meeting that LINK membership currently stands at 66 people

5. Promoting the LINK – developing a script

As the Operational Group had commenced developing a policy regarding LINK representatives' selection process and their subsequent roles and responsibilities, members of this task group felt that the development of a LINK representative script would more appropriately form an integral part of the Representative's Policy.

6. New meeting dates

A list of new meeting dates and venues was circulated to the group. The list includes meetings until March 09

7. Reports for information

The following reports were made available to members

DoH Report on National Patient Choice Survey
DoH Listening & Responding to Local Involvement Networks
Gateshead Health NHS Foundation Trust PALs Report to LINK
NHS Next Stage Review Newsletter September 2008

Date and time of next meeting

25th September 2008, 1.00pm – 3.00pm, Blaydon Room