

Granta Medical Practices Patient Participation Group

EGM calling notice – 25th September 2025



Combined Extra-ordinary General Meeting (EGM) and General Meeting (GM)

Date: Thursday 25th September 2025
Time: 16:30 to 18:00
Location: Sawston Medical Centre, London Road, Sawston. CB22 3HU
On-Line: There will also be facilities for on-line attendance, please contact Sandra East (sandra.east@nhs.net) for log-on access details.

Reason for including an EGM item

The Granta Medical Practices (GMP) Patient Participation Group (PPG) Committee has reviewed its governance documents and agreed a new Constitution, which sets out how the PPG is run. It will replace the Terms of Reference – ToR (dated 17th July 2024) which had set out how the PPG and the management of GMP work together, and also included some aspects of a Constitution. The two new governing documents can be found on the GMP website (under Home/PPG).

A new, or modified, Constitution must be adopted by an AGM or EGM. The ToR (Issue 2 - August 2025) has been agreed with GMP management, and will come into force once the new Constitution has been adopted by the EGM, which requires a 2/3 majority of those present (in person or on-line).

Agenda

- 1) Welcome and introduction
- 2) Apologies (and note of those present)
- 3) Minutes of the last General Meeting (11th February 2025 at Royston)
- 4) Adoption of Constitution (the EGM item)
 - a) Brief introduction of proposed governance document changes.
 - b) Questions from members about the proposed governance documents.
 - c) Vote to adopt the new Constitution (both by in person and on-line attendees)
- 5) Current and planned PPG projects
- 6) Report from GMP CEO Tim Harrison
- 7) Questions and comments from members
- 8) Closing comments

GMP patients are welcome to join the PPG. For further details please contact our current Chair Dave Arnold (davidjsarnold@gmail.com) or Sandra East, Head of Patient Services (cpicb.grantapatientsservices@nhs.net).