

Agenda

No	Item
	<p>Present: Colin Vincent (Chair), Mike Bojczuk, Francis Tonks, John Eyles, Jack Hazelgrove, Michael Whitty.</p>
<p>397 397.1 397.2</p>	<p>Procedural business Apologies from John Cook Colin circulated a resignation letter from Penny Morley</p>
<p>398 398.1 398.2</p>	<p>Matters Arising Mike Bojczuk read out an email from John Cook about the issue of the Age UK logo being used in association with the OPC. It was decided that these issues had been addressed in previous minutes. Action: Colin to speak to CEO of Age UK about using the Age UK logo.</p>
<p>399 399.1</p>	<p>Minute Taking and Administration by Possability People There was much discussion concerning the issue of minute taking and administration for the OPC, following on from the decision to use Possability People for support provision. There are members who are against the involvement of Possability People or any external organisation that will charge for administration costs. A discussion ensued concerning the need to have someone responsible for OPC administration, and send out agendas and minutes. The need to forge links and positive relationships with Age Uk and Community Works if the OPC is to survive was also explored. It was felt that this whole issue could have been handled better. Action: Colin and Francis agreed to meet Age UK and Community Works.</p>
<p>400 400.1</p>	<p>Minutes from last meeting Minutes from the last OPC meeting 25 April 2018 were reviewed by members and signed off by Colin Vincent (Chair)</p>
<p>401 401.1</p>	<p>Response to letter of resignation Colin Vincent asked the members present if they are agreed that he formally responds to Penny Morley's letter of resignation on behalf of the OPC. The members agreed that they should formally acknowledge Penny Morley's letter of resignation and also thank her for her hard work over the years. Action: Colin Vincent to formally acknowledge Penny Morley's letter of resignation on behalf of the OPC members.</p>

402	Constitution Jack Hazelgrove requested that the matter of the constitution be a major agenda item at the next meeting. This was discussed with members and agreed.
402.1	Action: Drafting of the Constitution to appear on the agenda for public meeting 19 June.
402.2	M.B: We need to address the constitution as a committee and then open it up for amendment at the AGM once we have drafted it.
402.3	M.W: We need to all look at the draft for the constitution and feedback to chair so we can decide on a final document.
402.4	Action: Jake from Possability People to circulate copy of the current Constitution to all OPC members by post.
402.5	Members discussed rescheduling the drafting of the constitution for another meeting and not the public meeting on the 19 June as this is a public meeting.
402.6	Action: A meeting for the 8 July has been scheduled to address the constitution.
403	Guest Speakers for next meeting (19 June)
403.1	C.V: David Brindley is someone I could contact as a speaker for the next meeting.
403.2	M.B: Can I suggest we speak to the new CEO of Age UK in a private face to face meeting first.
403.3	Action: Colin Vincent and Francis Tonks to schedule and attend initial meeting with new CEO of Age UK prior to her attendance at a OPC meeting.
404	Grey Matters *AMMENDED
404.1	John Cook Grey Matters secretary sent an email to Mike stating that Grey Matters will not be providing monthly updates to the OPC business meetings. Information and latest news about Grey Matters will usually be posted on their website for review. They are also willing to present to the public meetings of the OPC a short report (if there is a need for such) and if the OPC request a report from them.
404.2	Action: Remove Grey Matters from future meetings agendas.
405	Members updates
405.1	Michael Whitty The fourth newsletter is currently being printed and will be distributed to 10,000 houses by mid-June within my constituency. Looking at producing and circulating leaflets for people with health conditions at my local surgery. This is ongoing.
405.2	Mike Bojczuk I was at a meeting in London with policy panels for a consultation on the Green Paper. I have been keeping fit but I'm on a different combination of drugs and this has caused fatigue. I have managed to visit Blind Veterans, Albion in the Community, Tower House and Digital Connect.

405.3	<p>Francis Tonks Attended the annual meeting of Kemp Town Society to discuss the matter of £20 000 budget to refurb the area of the seafront around Marina Parade. Participated in discussions regarding EF students in the Kemp Town area, on the whole the students are respectful and courteous. Attended a Labour Party meeting that addressed plans to raise funds for a renovation of the Saltdean Lido. Attended a meeting regarding the dumping of plastics in the sea.</p>
405.4	<p>John Eyles John attended a Transport Sustainability committee meeting on 20 March at Hove Town Hall. John has been busy supporting his wife who has been in hospital.</p>
405.5	<p>Jack Hazelgrove Jack is still working on the issue of trip hazards in the city. Jack explained that following an incident where he tripped on the pavement due to a poorly surfaced area of pavement and was severely injured and hospitalised. The Council were negligent and shirked responsibility for the uneven paving. Needless to say the area has now been resurfaced but they have failed to acknowledge their negligence.</p> <p>Jack mentioned that you can refer to the electoral roll at Jubilee Library and identify people over 70. Jack has said that this could be a good means of identifying and then recruiting new members of the OPC.</p>
405.6	<p>Action: Jack to visit Jubilee Library to view electoral roll re potential new members of the OPC.</p>
405.7	<p>Colin Vincent Colin finalised details with Possability People and met with Lilly and Giles. In the future Colin will be co-opting on the health overview scrutiny committee, there needs to be reports regarding delayed discharges as this is a big issue affecting a lot of patients. Having put this forward it was approved by members and reports should be produced in time for the next meeting. Colin and Penny met with University of Brighton estate department and looked at plans for the re development of the area, specifically road crossings. Colin highlighted the importance of the OPC publicising its involvement with the University of Brighton.</p> <p>M.W: I would be interested in attending future meetings.</p>
405.8	<p>John Cook</p> <ul style="list-style-type: none"> a) UHSCE –CCG course b) PPG- Carden Surgery c) MLTC –Steering Group d) Primary care reference group <p>John Cook wanted to raise data protection, it was explained that the OPC will put out a statement outlining how data is handled and people will be emailed to ask if they want to be opt in to receiving emails in the future.</p>
406	<p>Any other Business</p> <p>406.1 C.V: We are going to need another signature for the OPC cheque book now that Penny has resigned.</p> <p>406.2 M.W: I'm happy to volunteer as a second signature.</p> <p>406.3 Action: The members agreed that Michael Whitty will be the second signature for the OPC cheque book.</p>

406.4	FT: I think finance should be an item of every agenda.
406.5	M.B: I agree.
406.6	Action: Finance to now appear on each OPC meeting agenda.
406.7	M.B: The current OPC bank account has a balance of £ 5800(exact figure will be emailed to Jake). The balance of petty cash currently stands at £34.09
406.8	The members discussed the matter of expenses and it was decided that clear guidelines need to be established and outlined in the constitution.
406.9	Action: Expenses to be addressed at the meeting scheduled to discuss the drafting of a new Constitution.
406.10	M.W: Just to clarify, there are no terms from the Council as to how and when we spend the £5000.
	<p>Next OPC meeting details</p> <p>Public meeting - Tuesday 19 June, 10.15 am – 1pm</p> <p>Venue - Brighthelm Centre, North Rd, Brighton BN1 1YD</p>
	<p>Meeting ended at 12.35 pm</p> <p>Signed (Chair) Date</p>