



Committee Meeting, 26th June 2025
Washingborough Hall, Lincoln

Time	Item No.	Item	Lead	Paper	Comment
09:30	1	Welcome, introductions & apologies	Chair		
		· Committee Photo			
09:40	2	Committee Governance	Chair		
		· Declarations of Interest & Biography			Standing item
		· Competition Law Guidelines			Standing item
09:45	3	Notes from the previous meeting	Chair	attached	
		· Action Log & Matters Arising			Standing item
10:05	4	Update from Chair and Chief Officer	Chair/CO		
		· Update since last Committee meeting			Verbal update
		· CPCF Support for contractors			
		· Vaccination Report			
		· CPE Regional Roadshow - Wednesday 9th July			
		· Conference of LPC Reps Tuesday 25th Nov 2025.			
		· ICB Changes discussion (conf)			
10:55	5	Work Plan Review (see attached sheet)	Chief Officer		Standing Item
		· Annual re-election of Officers for Apr 2025-VC			Verbal
		· For information			
11:00		Comfort Break			
11:10	6	Finance update	Treasurer		Standing item
		· Finance Report (incl recent payments list)		attached	Report
		· Treasurer's verbal report and AGM report			
		· Risk Register (verbal) & Bank Accounts/Reserves			
11:25	7	Governance Update	Governance Lead		Standing item
		· CPE Constitutional changes response		attached	Report
		· Committee Self-Evaluation			
11:45	8	University of Lincoln introductions	David Aziz		
		· For discussion - how UOL can support CP			Verbal
12:30		Lunch - Guest David Aziz			
13:30	9	Market Entry Update	Treasurer		Standing Item
		· For discussion and decision if appl			Verbal
13:50	10	Draft Annual Report	Chief Officer		
		· For approval		attached	Report
14:10		Comfort Break			
14:20	11	Services Update	Chief Officer		
		· For information		attached	Report
14:50	12	Public Facing Website and Promotion of Services	Chief Officer		
		· For information			Verbal
15:00	13	AGM Planning/Speaker	Chair		
		· For discussion & decision			Verbal
15:10	14	DMS Pathways	Treasurer		
		· For discussion			Report
15:30	15	Regional Rep update - dial in 1530	Chief Officer		
		· For information - Slides via link		attached	Verbal
16:00	16	AOB	Chair		
		· Bank Holiday and Out of Hours Data analysis	Treasurer		Report
		· Questions for Autumn Healthwatch Survey	Chief Officer		Verbal
		· As required			Verbal
16:30		Main meeting closes - comfort break			
16:40		Sub-Committee meeting period if required		TBC	
					TBC
17:00		Close			

Date and time of next meeting: Thursday 18th September 2025 (time TBC), Washingborough Hall, followed by evening AGM