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8 March 1999

To: All Gosport PCG Board Members

Dr J Barton  
The Surgery  
148 Forton Road  
Gosport  
Hants  
PO12 3HH

Dear Jane

**Informal Meeting: 1 pm Thursday 18 March**  
**Venue: Health Education Room, Gosport Health Centre**  
**A sandwich lunch will be available**

I am writing to confirm the arrangements for the next PCG Board meeting. It was agreed at the February Board meeting that the next meeting would be informal, without a business agenda.

It was agreed the meeting should be informal to allow the three recently appointed Board members to get to know colleagues, and to provide an opportunity for everyone to identify areas which should be priorities for the PCG to focus on, during the first year.

The intention was not to examine the areas which are inevitably already defined by national or local (Health Authority) requirements. Moreover, it was thought the session should provide the opportunity for Board members to share and explore views and ideas on areas of both health and social care provision locally which could and should be improved either by the PCG directly, or by influencing local Trust or other care providers to do things differently.

I look forward to seeing you on 18th March. Please let me know if you are not able to attend.

Yours sincerely

John Kirtley  
**Chief Executive - Fareham & Gosport PCGs**