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6/88 REGISTERED DISABLED PERSONS

Mr. Abbotts informed the group that the Personnel Department were in the process of updating their Register of Disabled Persons. Therefore, Mr. Abbotts asked the Heads of Departments to let him know as soon as possible, of any members of their staff that were Registered Disabled.

7/88 MAKRO CARDS

Mr. Abbotts informed the group that District had now withdrawn all Makro cards that were in the Authority's name or having the Authority's name in the title. It was noted that the Authority did not object to staff having MAKRO cards in their own name provided that their case of need was not made on the basis of obtaining goods for Portsmouth & South East Hampshire Health Authority.

8/88 CLAIM FORMS

Mr. Abbotts reminded HODs of the importance of completing claim forms with all the relevant details. He went on to say that District Finance Department will now be returning all uncompleted forms which will only delay reimbursement for members of staff.

9/88 WELLWOMAN CLINIC

Mr. Abbotts informed the meeting that the staff WellWoman Clinic will not now be commencing until the end of 1988. However, any members of staff who are concerned should be reminded that they can make an appointment at the Family Planning Clinic in the Gosport Health Centre.

10/88 ANY OTHER BUSINESSa) Christmas Dance

Miss Young informed the group that a letter of apology had been received from the Thorngate Hall together with the account was a £20 reduction for the misunderstanding over the food for the staff Christmas party.

b) Greetings Cards

Miss Young informed the group that the sale of Christmas and birthday cards had been very successful. However, it was noted that there still remained a large quantity of notelets.

c) Security

Mrs. Hall informed the meeting that a member of her staff had recently had her car tampered with whilst in the car park. After a general discussion HODs were asked to remind their staff of the importance of ensuring that their cars are secure.

11/88 DATE AND TIME OF NEXT MEETING

The next meeting will be held on Thursday 4th February 1988 at 12.15p.m. in the 1st floor meeting room.

TA/AM  
11.1.88