

Quidhampton Covid-19 Support group

Agenda for Steering Group meeting 27 May 2020

Agenda for all future meetings. This agenda will be advertised on the QPC website.

Meetings scheduled for every Wednesday at 10:00 until end of UK government procedures.

1. Approval of the minutes from previous meeting
2. Matters arising/Actions from previous meeting that do not appear elsewhere in the agenda.
3. Chairman's report, including update from QPC; communicating with volunteers: progress with support group space on QPC website; safeguarding added to risk assessment (2 j. in previous minutes)
4. Emergency co-ordinator's report
5. Committee members reports
To include: KT: village hall and updating terms of reference and letter of authorisation;
ID: PPE
6. Problems and lessons learned.
7. Consideration of updates from UK government or Wiltshire Council
To include: ID's basic procedures (2 f in previous minutes); check that Steering Group receive all relevant email updates; wearing of face masks
8. Data Protection Considerations
9. Training
10. Any other Business