

## HEALTH ARCHIVES & RECORDS GROUP

### Minutes of a teleconference of the Committee of the Health Archives & Records Group, held on 6 November 2007

#### Present

Karen J. Waite, Chair (Royal Cornwall Hospitals Trust)  
Colin Gale, Meetings Secretary (Bethlem Royal Hospital Archives and Museum)  
Eleanor Burgess, Minutes Secretary (Healthcare Commission)  
Kath A. Webb (York Hospitals)

*The meeting was chaired by Karen Waite (KJW), who explained that the minutes of the committee meeting of 28 September 2007 would be approved at the January 2008 committee meeting, rather than at this teleconference.*

#### 1. Apologies for absence

1.1 Apologies were received from Jenny Haynes.

#### 2. Next meeting

2.1 Arrangements for the next HARG meeting were confirmed as follows:

- Date: Monday 14 January 2008
- Venue: Council Chamber, Royal College of Physicians, 11 St Andrews Place, London
- Times: Committee meeting 11.45am – 12.30pm, General meeting 1.30pm – 3.45pm

#### 3. Future meetings

3.1 Arrangements for subsequent HARG meetings were confirmed as follows:

- Date: Monday 12 May 2008 (Annual General Meeting)
- Venue: Berkshire Record Office, 9 Coley Avenue, Reading
- Times: tbc
  
- Date: Wednesday 27 August 2008
- Venue: Lifelong learning suite, Borthwick Institute, Heslington, York
- Times: tbc

#### 4. Committee matters

4.1 Stephen Soanes was co-opted onto Committee by common consent.