

## **HOW THE PUBLIC CAN SUBMIT QUESTIONS TO THE NEXT BOARD MEETING**

Members of the public are invited to submit questions to be considered at Healthwatch Reading's next board meeting on Wednesday 14 March 2018. The deadline for written questions is midday, Friday 9 March, 2018.

Up to 15 minutes will be allocated at the start of the meeting to go through presubmitted questions. Up to 15 minutes will also be made available near the end of the meeting to take questions from any members of the public who are present, who want to ask about anything that has been discussed during the meeting.

People do not need to attend the meeting to have their presubmitted question considered.

If time runs out to go through all the questions, written answers to all the questions will be published afterwards.

Healthwatch Reading board meetings are chaired, in turn, by members of the board who are made up of people in the community with a special interest in ensuring the public has a greater say over health and social care. Each meeting's chair reserves the right not to consider any written or verbal questions that are defamatory, offensive or not within the remit of Healthwatch Reading.

People can submit questions by emailing [info@healthwatchreading.co.uk](mailto:info@healthwatchreading.co.uk), by telephoning 0118 937 2295, or by writing to Healthwatch Reading, 3rd floor, Reading Central Library, Abbey Square, RG1 3BQ.

The open board meeting will be held from 11.15am-12.15pm in the conference room, 3rd floor, Reading Central Library, Abbey Square, RG1 3BQ, which can be reached via a wheelchair accessible lift.

Please contact Healthwatch Reading by midday, Tuesday 13 March 2018, to book a place to attend the meeting.