

Time commenced: 10.32am  
Time finished: 11.10am

**PLAIN ENGLISH PANEL  
10 JULY 2006**

Present: Councillor Bolton – In the Chair  
Councillors Harbon, Hird, Poulter, Turner  
Rosa Drohomirecka – Communications Advisor  
Donna Ellis – Service User Publications Officer

**06/06 Apologies for Absence**

Apologies for absence were received from Sian Hoyle.

**07/06 Minutes of Previous Meeting**

The minutes of the previous meeting held on 26 June 2006 were approved as a correct record.

**08/06 A Guide to Derby City Care Homes – Advanced Draft**

The Panel considered an advanced draft of a Guide to Derby City Care Homes submitted by Donna Ellis.

**Resolved that the changes would be made to the application form as recommended by the Panel.**

**09/06 Date of Next Meeting**

It was agreed for Rosa Drohomirecka to consult with the Chair to arrange a date for a future meeting.

MINUTES END