

Minutes of Healthwatch Hartlepool Board Meeting
held on 8th April 2021 at ORCEL

<p>Present: Jane Tilly, Chairman (JT) Tony Raine (TR) Margaret Wrenn (MW) Jan Weedall (JW) Carol Sherwood (CSH)</p> <p>In Attendance: Christopher Akers-Belcher CEX (CAB) Tony Leighton (minute taker) Apologies; Carol Slattery</p>	
<p>1. <u>Welcome & Apologies</u> JT Welcomed everyone to the meeting. Apologies; Carol Slattery</p>	
<p>2. <u>Declarations of Interest</u> There were no amendments or updates from those previously declared</p>	
<p>3. <u>Minutes of meeting held on 10th December 2020</u> The minutes were agreed as a true and accurate record. Proposed MW, seconded JT</p>	
<p>4. <u>Matters Arising</u> Pg. 1 – CAB advised Ruby Marshall`s details had been removed from Charity Commission website.</p> <p>CAB – latest HW Hartlepool directors report and accounts has been submitted to Charity Commission along with all financial information following sign-off by the independent person.</p> <p>CAB – Skippy has updated all staff PC`s and the office laptop too.</p>	
<p>5. <u>Directors Report – Update from CEX</u> CAB reported dealing with a further 3 complaints from the public, 2 referred to I.C.A,1 referred to MIND. Healthwatch Hartlepool Mental Health leaflet has been redesigned and updated, TL to enlarge leaflet information to A3 size and display in ORCEL Centre and other orgs in due course. Locally, leaflets have been distributed in a Covid safe way to some organisations already. All HW staff returning to work on 12th April 2021. CAB to draft HW annual report and utilise monitoring to create a narrative for work done over last 12 months. All volunteer steering group members and directors are welcome to submit their own ideas and narratives to help shape this year`s report. CAB expressed gratitude to HW staff for being available to assist with any work whilst the office was closed to the public and staff were working from home.</p>	<p>Action TL</p>

<p>As agreed through consensus of Board members HW staff were given the option to receive pay for any accrued holidays for 2020/21 Pensions review was duly completed and circulated to all members. CAB drafted letter re; Local Healthwatch and the Health & Social Care White Paper, requesting that Healthwatch network is included in new Health & Social Care Partnership Board, CAB to have online meeting.</p> <p>Hartlepool Carers interested in doing partnership work with HW around Loneliness and Isolation – possible online forum in future.</p>	<p>All agreed</p>
<p>6. Annual Report – update and Publication details CAB asked board members to provide feedback regarding good and bad aspects of the last 12 months. The next annual report will be published online, with paper copies provided on request.</p>	
<p>7. Staff Update – Current arrangements Covid 19 & I.T CAB informed members that Carol Slattery has Covid – 19 and will return to work on the 19th April if satisfactorily recovered.</p>	
<p>8. <u>Work Programme – Suggestions and Survey</u> CAB to review returned `Because We care` surveys and report back in May board meeting. HW Work Programme to be discussed at next Volunteer Steering Group meeting scheduled for July.</p>	<p>All agreed</p>
<p>9. <u>AGM</u> CAB advised that no HW AGM since 2019, no AGM can take place till after 21st June when further pandemic restrictions are lifted, and annual report is published. To be discussed in June board meeting.</p>	<p>All agreed</p>
<p>10. <u>Directors – Feedback</u> None given</p>	
<p>11. <u>Finance Update</u> TR gave the following update in respect of our operating and reserve accounts: a) Balances Closing balance as at February 2021 is £31.146.18 Deposit account as at February 2021 is £30.121.47</p>	
<p>12. <u>Confidential Items</u> None</p>	
<p>13. <u>Any other Business</u> None</p>	
<p>14. <u>Date and Time of next meeting</u> May 2021tbc following discussion Chairman and CEX</p>	