

AGENDA
HEALTHWATCH HAVERING MANAGEMENT BOARD

By video conference: [click here](#)
Or go to <https://us02web.zoom.us/j/87237974602>

11 am
THURSDAY, 10 DECEMBER 2020

1) Apologies

2) Minutes of meeting held 30 June 2020, and any matters arising

Attached

3) Declaration of interests

Members are requested to declare any interest they may have in business before the Board for discussion at this meeting.

4) Chairman's Report

Oral report to be given at the meeting

5) Finance Report

Report for November attached. There are no matters to which attention needs to be drawn.

The average monthly expenditure this month for the year to date was £9,100, which is below the five-yearly average but rising, and the actual spend in November was £9,709, in line with previous monthly average expenditure. A total of £828 has been spent in the year to date in dealing with the consequences of Covid-19.

Current indications are that (disregarding any potential income) the likely end-of-year surplus could be of the order of £5,000.

Current reserves are £4,160.

6) Governance Committee

To receive the Minutes of the meetings held 14 July, 11 August, 15 September, 13 October and 10 November (attached) and to consider any matters arising.

7) Office move

The owners have Queens Court have agreed that the office should move from its current location on the second floor to new accommodation on the ground floor, removing the need for the use of stairs or lifts.

The new room, currently used for storage, is slightly smaller than the room in use at present but there is a meeting room adjacent to it that will replace the area in the office that is used for meetings.

No problem is foreseen in moving the existing furniture and office content to the new room. The move is likely to be undertaken during the Christmas/New Year break so that the new office will be in use from 4 January.

The Healthwatch office will be closed from Wednesday 16 December until Monday 4 January.

8) Any other business