

**HAVERING HEALTHWATCH LIMITED**  
**Company Number: 08416383**

**MINUTES OF THE ANNUAL GENERAL MEETING**  
**HELD ON 25 JUNE 2015**  
**At Havering Town Hall, Romford**

**PRESENT:**

Anne-Marie Dean (Chairman and Executive Director) (in the Chair), Ian Buckmaster (Executive Director and Company Secretary), Hemant Patel (Non-executive Director), Nike Ademnosun, Iris Fox, Jenny Gregory, Donal Hayes, Emma Lexton, Kathleen Meddeman, Diane Meid, Dianne Old and Lorna Poole.

**Apologies were received for the absence of:**

Adrienne Saunderson, Debbie Baronti, Irene Buggle, Christine Ebanks and Sujit Sen.

**1 WELCOME**

The Chairman welcomed all present.

**2 ANNUAL ACCOUNTS**

The accounts of the Company for the year ended 31 March 2015, together with the reports thereon of the directors and the accountants of the Company, were received.

There being no objections or questions relating to the Accounts, they were **APPROVED**.

**3 ACCOUNTANTS' STATEMENT**

The statement of the accountants concerning the financial affairs of the Company was received.

The recommendation of the directors was that the statement be approved.

There being no objections to the statement, it was **APPROVED**.

Dianne Old enquired whether the cost of the Payroll Provider was competitive. The Company Secretary advised that no cost comparison between the current provider and other potential providers had recently been carried out but that, on that on the basis of enquiries made at the time, their prices were considered competitive when the Company began operations in 2013. The higher charge incurred in 2014/15 for their services was the result of a one-off piece of work done by them in relation to Income Tax liability and associated, onerous administrative work associated with it, in order to account for taxation on staff expenses.

#### 4 APPOINTMENT OF ACCOUNTANTS

The appointment of Messrs Sharman Fielding as accountants of the Company, until the conclusion of the next general meeting of the Company at which accounts are laid before members, was **CONFIRMED**.

#### 5 ANNUAL REPORT

The draft Annual Report of Healthwatch Havering for 2014/15, prepared in accordance with *The Matters to be Addressed in Local Healthwatch Annual Reports Directions, 2013*, was received.

There being no objections or questions relating to the draft Annual Report, it was **APPROVED AND ADOPTED** as the Annual Report for publication in accordance with the Directions.

The Chairman thanked all Directors, Staff and Members for their contributions to the work of Healthwatch Havering during the year. She referred particularly to the work of the former Manager, Joan Smith, who had left the Company during March: Joan had played a significant role in setting up Healthwatch, bringing her past experience with the former LINK to the role, and had been an important part of the success that had been achieved; she would be sorely missed.

The work of Healthwatch Havering was going from strength to strength and she looked forward with continuing that work during 2015/16.