

HAVERING HEALTHWATCH LIMITED
Company Number: 08416383

MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON 26 JUNE 2017
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 (Director), Mary Bell, Jenny Gregory, Carole Howard, Dildar Khan, Dawn Ladbrook, Robyna Levitt, Emma Lexton (for part of the meeting), Bev Markham, Diane Meid, Jennifer Smith and Ron Wright.

Apologies were received for the absence of: Helena Cowin, Di Old, Sylvia Patten and Vivien Saxby

1 WELCOME

The Chairman welcomed all present.

2 MINUTES

The minutes of the AGM held on 25 July 2016 were approved as a correct record.

The minutes were then signed by the Chairman.

3 ANNUAL ACCOUNTS

The accounts of the Company for the year ended 31 March 2017, together with the reports thereon of the directors and the accountants of the Company, were received. It was noted that there had been an overspend that had resulted in the use of financial reserves.

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

It was noted that, overall, the accounts showed that the Company was maintaining a fair balance between spending on legitimate activity and adhering to the financial limitations to which it was subject. In response to enquiry, the Company Secretary confirmed that management action was being taken to ensure that spending in the current year remained within the resources available but that any opportunities that arose for generating income would be taken.

4 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**.

5 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**.

6 ANNUAL REPORT

The draft Annual Report of Healthwatch Havering for 2016/17, prepared in accordance with *The Matters to be Addressed in Local Healthwatch Annual Reports Directions, 2013*, was received.

Additions to the Report defining the East London Care Partnership and relating to the development of the former St George's Hospital site were agreed.

There being no objections to the draft Annual Report as now amended, 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.

Arising from items in the Annual Report, it was noted that:

1. Generally, the reports of Enter & View visits were being well received, those visited appreciated the efforts of the visiting teams and reports were regarded as authoritative. The manager of a GP practice at which an Enter & View visit had been carried out had recently written to say "Overall a very good report. Please thank the ladies – it was pleasure having them here."
2. Healthwatch was continuing to contribute to the efforts of the CCG, BHRUT and others to persuade patients to seek urgent care other than at the A&E Department. In particular, need had been identified to discover why so many children were being taken to A&E with relatively minor conditions.