

**HAVERING HEALTHWATCH C.I.C.**  
**Company Number: 08416383**

**MINUTES OF THE ANNUAL GENERAL MEETING**  
**HELD ON 26 JUNE 2025**  
**Video conference**  
**(11am-12noon)**

**PRESENT:**

Anne-Marie Dean (Chairman and Executive Director) (in the Chair), Ian Buckmaster (Executive Director and Company Secretary), Carole Howard (Office Administrator), Jenny Douglass (Community Support Officer), Dildar Khan Emma Lexton, and Di Old

Muhammed Zubair, a prospective member, we also present

**Apologies were received for the absence of:** Mary Bell, Carol Dennis, Jenny Gregory, Dawn Ladbrook, Val Perry, Paul Rose, Vivien Saxby, Jenny Smith and Ron Wright

**1 WELCOME**

The Chairman welcomed all present.

**2 MINUTES**

The minutes of the AGM held on 27 June 2023 were approved as a correct record.

The Chairman was authorised to sign the minutes.

**3 ANNUAL ACCOUNTS**

The statement of the accounts, together with the statement of the accountants concerning the financial affairs of the Company, was submitted. The accounts showed a true and fair statement of the Company's finances.

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

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

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

**4 ELECTION OF GOVERNANCE BOARD**

Members noted that Carol Dennis, Jenny Gregory, Dawn Ladbrook, Di Old and Val Perry had been elected unopposed as members of the Governance Board.

## 5 RE-APPOINTMENT OF ACCOUNTANTS

On the recommendation of the Company Secretary, Members **APPROVED** the re-appointment of The Accountancy Partnership as the accountants for the Company until the completion of the next Annual General Meeting.

## 6 ANNUAL REPORT

The draft Annual Report of Healthwatch Havering for 2023/24, prepared in accordance with *The Matters to be Addressed in Local Healthwatch Annual Reports Directions, 2013*, was received.

The Annual Report had again been prepared in conformity with a template provided by Healthwatch England (HWE) for use by all local Healthwatch organisations.

There being no objections 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 (especially, Ian Buckmaster as Company Secretary) and Members for their contributions to the work of Healthwatch Havering during the past year.

## 7 CONFIRMATION OF MEMBERSHIP

It was noted that the following candidates for membership had now completed their training. Members therefore **CONFIRMED** their membership and to authorise them to carry out enter and view visits:

Jan Byron (subject to a satisfactory DBS check)

Jacqui Clare

In addition, the following candidate was **CONFIRMED** as a member but not to carry out enter and view visits:

Michael Threadgold