

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

**MINUTES OF THE ANNUAL GENERAL MEETING**  
**HELD ON 25 JUNE 2019**  
**At Havering Town Hall, Romford**

**PRESENT:**

Anne-Marie Dean (Chairman and Executive Director) (in the Chair), Ian Buckmaster (Executive Director and Company Secretary), , Bev Markham (Community Support Officer), Vicki Cook, Jenny Gregory, Vivien Saxby and Jennifer Smith.

**Apologies were received for the absence of:** Hemant Patel (Director), Mary Bell, Helena Cowin, Carol Dennis, Carole Howard, Dawn Ladbrook, Emma Lexton, Robyna Levitt, and Val Perry

**1 WELCOME**

The Chairman welcomed all present.

**2 MINUTES**

The minutes of the AGM held on 26 June 2018 and of the Extraordinary Meeting held on 12 February 2019 were approved as a correct record.

The minutes were then signed by the Chairman.

It was formally noted that the resolutions passed at the Extraordinary Meeting had been acted upon. The Registrar of Companies had subsequently registered the change of name and status of the Company and it was now a community interest company.

**3 ANNUAL ACCOUNTS**

The accounts of the Company for the year ended 31 March 2019, 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**.

**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 2018/19, prepared in accordance with *The Matters to be Addressed in Local Healthwatch Annual Reports Directions, 2013*, was received.

It was noted that 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 and Members for their contributions to the work of Healthwatch Havering during the year.