

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

MINUTES OF THE ANNUAL GENERAL MEETING
HELD ON 30 JUNE 2020
By video conference

PRESENT:

Anne-Marie Dean (Chairman and Executive Director) (in the Chair), Ian Buckmaster (Executive Director and Company Secretary), Bev Markham (Community Support Officer), Carole Howard (Office Administrator), Mary Bell, Carol Dennis, Jenny Gregory, Di Old, Val Perry, Vivien Saxby and Jennifer Smith

Alvin Kinch of Healthwatch Havering was also present

Apologies were received for the absence of: Hemant Patel (Director) and Dawn Ladbrook

1 WELCOME

The Chairman welcomed all present.

2 MINUTES

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

The Chairman was then authorised to sign the minutes.

3 ANNUAL ACCOUNTS

The accounts of the Company for the year ended 31 March 2020, 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 ELECTION OF GOVERNANCE COMMITTEE

Members noted that Carol Dennis, Jenny Gregory and Val Perry had been elected unopposed as members of the Governance Committee, and that the Committee had co-opted Dawn Ladbrook and Di Old to complete the membership of the Committee

7 RESIGNATION OF DIRECTOR

Members noted that Hemant Patel had resigned as a director of the Company with effect from the conclusion of this Annual General Meeting. Mr Patel had been a director since March 2013. It was noted that the remaining directors were considering, with the Governance Committee, what arrangements were required to appoint a successor or successors to Mr Patel.

Members asked that the Chairman write to Mr Patel to thank him for his past services and to wish him well for the future.

8 ANNUAL REPORT

The draft Annual Report of Healthwatch Havering for 2019/20, 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.