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| Darlington |
| **Healthwatch Board Meeting**  **Wednesday 13th September 2023**  **10am – 12 noon**  **Morton Park Business Centre**  **And via Zoom** |
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**Present: Robert Upshall**

**Val Douglas via Zoom**

**Val Johnston**

**Bill Ross**

**Liz McAllister**

**Apologies: Susan Soulsby**

**In Attendance: Michelle Thompson**

**Diane Lax**

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|  | **Action By** | **Target Date** |
| **1.** **PRESENT AND APOLOGIES**  1.1 As above. |  |  |
| **2.** **MINUTES OF MEETING 19th July 2023**  Agreed as true record.  2.1 **MATTERS ARISING**  RU to contact Charity Commission to obtain extra login.  MT appraisal still to be completed. | RU  RU | 08/11/23  08/11/23 |
| **3**. **DECLARATION OF INTEREST**  3.1 No other declarations other than those already registered. |  |  |
| **4. CHAIR’S REMARKS/OFFICE MOVE**  4.1RU welcomed everyone and thanked all for their continued work..  4.2 RU has been appointed onto the SDE (Secure Data Environment), this is a digital network project previously involved with. |  |  |
| 5.2 MT and Board discussed the AGM date agreed as Wednesday 25th October, MT confirmed Christopher Akers-Belcher as guest speakers. Board will meet at 11:30 to run through the agenda. Lunch for 12 noon with the AGM starting at 12:30 DL will request a room hear at Morton Park. MT will put the agenda and presentation together. | DL  MT | 25/10/23  25/10/23 |
| **6.** **CEO UPDATE**  6.1 MT provided a written report on activities and project HWD are working on.   * Mental Health TEWV – been involved in influencing local strategies through the community transformation, this work may expand MT will keep Board informed of outcomes. * Concerns remain around Dentistry and access to GP service, and we continue to monitor these services. * Public Health Diabetes, HWD are now in the process of monitoring the successful organisations. * 15 step challenge volunteers and staff working with Woodlands hospital giving feedback on hospital standards following the 15 step challenge. * Healthwatch Network – The North East and North Cumbria Integrated Care Board (NENC ICB) Growing Old Planning Ahead project is due to finish end of October but this may be extended to November. * Social Care evaluation project to gather feedback about adult social care service till October with a report on the findings being produced by the end of October. * VCSE Infrastructure proposal is still being discussed. * Youthwatch – Youth Focus Northeast have recruited a new member of staff so this project should now move forward. Vaping project has start and will run to December. * AG is continuing to build community relationships.   6.2 Discussion took place about the CDDFT and some recent visits by individuals around the table about Darlington Memorial Hospital along with concerns received via phone in the office. MT will pull together a project plan and a survey to investigate this further with the wider public. | MT | 08/11/23 |
| **7.** **FINANCE REPORTING**  7.1 Finance and month end for July and August 2023 was circulated prior to the meeting. There were no concerns or questions raised.  7.2 MT will produce an end of year budget and a forecast the financial year April 2024- March 2025 for the next meeting. | MT | 08/11/23 |
| **8. AOB**  8.1 No other business - Meeting closed. |  |  |
| **9.** **DATE, TIME AND VENUE OF NEXT MEETING**  9.1 Wednesday 8th November 2023 1pm Morton Park/ZOOM |  |  |

**ACTION POINTS**

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| REF | ACTION | BY WHOM? | BY  WHEN? |
| 2.1 | RU to arrange extra login for Charity Commission  RU to organise MT appraisal | RU | 08/11/23 |
| 5.2 | MT to pull together presentation and agenda for AGM DL to book rook | MT | 25/10/23 |
| 6.2 | Project CDDFT Darlington Memorial inpatient care | MT | 11/11/23 |
| 7.2 | MT to pull together budget | MT | 08/11/23 |

Signed Date