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| Darlington  |
| **Healthwatch Board Meeting****Wednesday 15th February 2023** **14:00 - 15:30****Zoom** |
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**Present: Robert Upshall**

 **Liz McAllister**

 **Susan Soulsby**

 **Val Douglas**

**Apologies: Val Johnston**

**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 18th January 2023**  Agreed as true record. 2.1 **MATTERS ARISING**  None  |  |  |
| **3**. **DECLARATION OF INTEREST**3.1 No other declarations other than those already registered. |  |  |
| **4. CHAIR’S REMARKS**4.1RU called in online from Florida and welcomed all. 4.2 RU informed the Board that the accounts had been filed at both Companies House and the Charity Commission.  |  |  |
| **5.** **CEO UPDATE** 5.1 MT advised that all information sent via email included the financial information. All advised they had received. 5.2 MT went through the staff action log giving updates on projects and activities.* Community Council next meeting 15th March.
* Pharmacy Report, draft report received. MT to check through and then circulate to providers, commissioners etc.
* General survey is live and is being shared far and wide.
* Cost of living survey this is also live and so far there has been a good response - approximately 175.
* Mediquip - possible new small project which will entail a staff member shadowing Mediquip employee to gather feedback, a small renumeration has been agreed.
* Community Transformation Event - MT will be attending this.
* Counselling services - we continue to monitor.
* Access to GP - this continues to be monitored.
* Access to dentist services- this continues to be our biggest signposting query and with the resent closure of Firthmoor dental practice we anticipate more calls. Only thing we as an organisation can do is to signpost to 111.
* Accessible Information Standard - an open letter has been sent to NHS England from HWE due to the lack of response from NHSE regarding their commitment to accessible information availability across the system
* Community Hubs/Outreach – DMH MT and AL will be giving a presentation to 3rd year students about HWD.
* Volunteers numbers low at the moment but we are attending the Volunteer Fair so hoping to attract more. Our active volunteers continue to be very helpful.
* Youthwatch – Youth Focus is progressing but concerns that it is quite slow at the moment.
* Healthwatch Network – The HW ICS sub regional and regional coordinators for the NENC have not been able to attend meetings due personal circumstances.
* Public Health Diabetes meeting taking place 22nd to discuss how HWD can help.
* Access to Children Outpatient Services - NECS have been in touch to see if we can help with this work, MT will send a project plan and costings.
* New Guidance on GDPR- MT will update website.
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| **6.** **FINANCE REPORTING**6.1 Finance and month end for January 2023 was circulated prior to the meeting, Board members had no concerns to raise at this time.6.2 MT advised that she will be producing a new budget forecast for the new financial year 2023/2024 this will be circulated before the end of March 2023.6.3 Insurance will be reviewed in March 2023.  | MTRU/DL | 22/03/2322/03/23 |
| **7. AOB**7.1 No other business - Meeting closed. |  |  |
| **9.** **DATE, TIME AND VENUE OF NEXT MEETING**9.1 Wednesday 22nd March 2023 1pm Dolphin Centre and ZOOM  |  |  |

**ACTION POINTS**

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| REF | ACTION | BY WHOM? | BY WHEN? |
| 6.2 | Budget forecast | MT | 22/03/23 |
| 6.3 | Insurance quotes | RU/DL | 22/03/23 |

Signed Date 22/03/23