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| Darlington  |
| **Healthwatch Board Meeting****Wednesday 18th January 2023** **14:00 - 15:30****Zoom** |
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**Present: Robert Upshall**

 **Liz McAllister**

 **Susan Soulsby**

 **Val Johnston**

 **Val Douglas**

**Apologies:**

**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 12th December 2022**  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. He commended staff on the hard work they continue to do. 4.2 RU informed the Board that CDDFT have appointed a new Chair Richard Scothon.  |  |  |
| **5.** **CEO UPDATE** 5.1 MT advised that all information sent via email included financial information, and the 3-month action plan, MT went through the plan giving updates on projects and activities. 5.2 Draft Pharmacy report will be sent to Board members for comment and checks for accuracy. RU to go through information provided to ensure true reflection and accuracy of people/agencies involved. 5.3 Staff continue to attend venues across Darlington to raise awareness of HWD. New venues are constantly being reviewed latest was ASDA supermarket and had a good response.5.4 Youthwatch Advisory Board Tees Valley wide project, MT advised that the last meeting was cancelled, and staff are awaiting further information, the project has been slow to start but hoping things will move on in the coming weeks.  | Board | 15/02/23 |
| **6.** **FINANCE REPORTING**6.1 Finance and month end for December 2022 was circulated prior to the meeting, Board members had no concerns to raise at this time.6.2 MT advised that the budget was on track with no concerns to raise.6.3 Storage unit MT advised that MPA are moving away from the area and the storage unit currently shared will no longer be available. DL has set up a new unit with an increased cost of £30. Board agreed this was OK. 6.4 Insurance DL has sent out insurance information, Board requested MT get a quote from existing insurer then they will look at other information sent from different insurers which has been circulated by out by DL.  | MT | 15/02/23 |
| **7. AOB**7.1 No other business - Meeting closed. |  |  |
| **9.** **DATE, TIME AND VENUE OF NEXT MEETING**9.1 Wednesday 15th February 2023 2pm via ZOOM  |  |  |

**ACTION POINTS**

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| REF | ACTION | BY WHOM? | BY WHEN? |
| 5.2 | Pharmacy report review | Board | 15/02/23 |
| 6.4 | Insurance quotes | MT | 15/02/23 |

Signed Date 12/02/23