

HEALTHWATCH DEVON FORMAL BOARD MEETING

MINUTES - PART 1

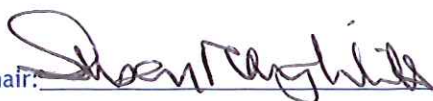
DATE - WEDNESDAY 26<sup>TH</sup> JULY 2017

10.00 - 2.30

VENUE Healthwatch Devon - Haldon

|             |  |            |
|-------------|--|------------|
| Attendance: | Trustees: David Rogers, Gill Ryall, John Rom, Rosemary Whitehurst, Sue White<br>Staff:   |            |
| Apologies   |  |            |
| Minutes:    | Claire Porton  |            |
|             | <b>Item</b>  | <b>Who</b> |
| 1.          | <b>Welcome</b><br>SW introduced the meeting and welcomed all and highlighted that this was a formal board meeting. No members of the public attended this meeting.   |            |
| 2.          | <b>Public matters of interest or concern for Board</b><br>No members of the public attended this meeting.  |            |
| 3.          | <b>Sign of Minutes</b><br>The minutes of the meetings were signed from the informal board held on the 28 <sup>th</sup> June 2017.  |            |
| 3.          | <b>Declaration of Interests</b><br>All declaration of interests have been updated and signed by all members of the board.  |            |
| 5.          | <b>Update on HWE Conference</b><br><br>DR updated the board on the HWE Conference, the venue was extremely good, the opportunity for networking was highlighted and increased opportunities. Funding concerns were highlighted as a situation that was not going to change in the future.<br><br>Generation opportunities in Engaging Communities Healthwatch Staffordshire Dr Victoria Louise Gibson - there was a potential opportunity for potential project collaboration however they were unsuccessful in their bid due to lack of academic partnership through universities. Dr Victoria Louise Gibson has indicated that she endeavours to secure links with partnerships and that there would be future opportunities.<br><br><b>Actions:</b> Potential local collaboration with universities GR highlighted the need to identify the services they are trying to provide and how they marry this up? Cp to arrange Contact details for Victoria. | GR/CP      |

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|----|---|----|
|    | SW highlighted following our meeting with HWE in April, Paul Spencer confirms he has done the rounds and had meetings with Torbay and HW Devon, he was very impressed with our handling of data, and our direction of travel.   |    |
| 6. | <p><b>Healthwatch Brand Language Guide</b></p> <p>The Healthwatch Brand Language Guide was presented to the board SW suggested a copy to given to each member of staff and to be posted to all volunteers.</p> <p>Action: Claire Porton to circulate to all members of staff and volunteers.</p>  | CP |
| 8. | <p><b>Annual General Meeting</b></p> <p>Claire Porton gave an update to the board on the Annual General Meeting, questions were raised in relation to the process and that there would be a second process if no applications were received by members of the public.</p> <p>Action: Claire Porton to update process to include second phase.</p> | CP |
|    | <b>Next Meeting: Wednesday 20<sup>th</sup> September Informal Board</b>   |    |



22 Sept 14