

## Minutes of the Annual General Meeting

**Date / Time:** 19<sup>th</sup> July 2023 18:30-1900

**Venue:** Online meeting via Zoom

**Present:** Chair: Stewart Francis (SF),  
Non-Executive Directors: Chelsia Lake (CL), Chris Palmer (CP), Saqib  
Rehman (SR) and Frances Dewhurst (FD) CEO: Julian Stanley (JS)

**Minute taker:** Carole Rose

**Staff in attendance:** Caroline Tyrell-Jones, Graham Lewis, Heather Lord, Janine  
Newby-Robson, Rebwar Hussain, Sharon Gunn, Sue Allan,

### Introduction and Apologies

1. The Chair welcomed everyone to the Annual General Meeting and commented that this has been a year of huge challenges for both the NHS and for social care services which has been reflected in the patients experiences. The year has also seen the launch of the ICS in July 2022 bringing about what we had asked for in terms of bringing the partners together from the NHS and social care to deliver a better experience for patients and those in care. It is also designed to bring decision making, particularly about commissioning and the money, closer to home in Cambridgeshire and Peterborough which makes the role of Healthwatch even more important and we can be even more influential so we must continue with the good work we have been doing.
2. Apologies were noted from Non-Executive Directors Ellie Addison, Laura Beer, Johnny Hebron and Ann Green.

### Minutes of the AGM on 28<sup>th</sup> September 2022

3. The Board approved the Minutes as a true and accurate record .

### Healthwatch Annual Report

4. SF introduced the annual report and held up his copy which he takes to meetings and show to as many people as he can. He thanked the comms team for producing this attractive, easy to read document which has lots of good information.
5. No questions were raised about the annual report. The Board thanked the team and noted the achievements of Healthwatch Cambridgeshire and Peterborough during 2022/23.

The Board noted the report and adopted it.

### Register of Interests

6. SF explained that this register is important for transparency and is maintained on the website to provide information where there may be a conflict of interest. He explained that the Board must remain aware of this and declare all conflicts of interest as the year progresses.

7. SF added that he is also a parent governor of Kings School in Peterborough so this is to be amended on the register, there is also a spelling mistake to be corrected as 'member not meeting' on this register.

The Board noted the register of interests.

### **Annual Financial Statements to 31 March 2023**

8. SF explained that the General Purposes Group and the Board have already approved the financial statements as our auditors have without any qualification. There have been some recommendations of changes we could make to procedures which our GPG have agreed to take forward.

9. No questions were raised regarding the statements.

The Board noted the statements and voted to adopt them.

### **Approval of Accounts and Appointment of Auditor**

10. SF proposed that Azets are reappointed as our auditors, FD seconded this proposal.

The Board voted to re-appoint Azets.

### **Close of AGM**

11. SF thanked everyone for attending our virtual meeting and for the enormous amount of work that has taken place during the last year when Sandie was the CEO. The Directors thanked all the staff for the hard work and dedication that has helped Healthwatch become as influential as it is on behalf of the people we serve.

SF closed the Annual General Meeting at 1843 hours.