

AGM and Board Meeting in Public

Public Agenda and Minutes

Healthwatch Shropshire Meeting Room,
4 The Creative Quarter, Shrewsbury Business Park, SY2 6LG
14th November 2024 2-3pm

Public Agenda

	Item	Lead	Purpose	Time	Page/Item
1	Welcome and introductions	VB		14.00	
2	Election of Trustees	VB		14.05	
3	Apologies and Declarations of Interest	VB		14.10	
4	AGM <ul style="list-style-type: none">Minutes of last AGMReflection on 2023 - Presentation	VB/LC	For discussion and approval	14.15	Page 1 Item 2
5	Minutes of Last Meeting	VB	For approval	14.30	Page 4
6	Chair's Report	VB	For information	14.35	Verbal
7	Chief Officer's Report	LC	For information	10.50	Verbal
8	Finance Report Q2	VB/LC	For approval	10.55	Page 6
9	Forward Plan 2024-5 - Update	LC	For approval	11.05	Item 3
10	Questions from the public if received in advance	VB		11.15	
Resolution to manage confidential business in closed meeting					

Minutes

Meeting: AGM 20th November 2023

Agenda item	
	Present
	Vanessa Barrett (VB) (Chair) Anne Wignall (ALW) Bob Welch (BW) Brian Rapson (BR) (Information Officer) Daphne Simmons (DS) David Voysey (DV) Rich Amos (RA) Apologies Lynn Cawley (LC) (Chief Officer) Steve Price (SP)
1	Board membership
	<p>After welcoming those present, VB said she had two resignations to announce: those of Dee Walker and Mark Lacey. She read some comments from their resignation letters. Board colleagues expressed their thanks to both these Trustees. In their different ways they contributed to challenging the way we do things, which can only be constructive.</p> <p>The Chair then introduced Daphne Simmons, as a potential new Trustee to colleague. DS described her professional background in working with communities, training and supporting volunteers and generally supporting the voluntary sector, before explaining why she wanted to join the Board of HWS and what she felt she could offer. Several Trustees had worked with her in the past and she was unanimously elected to the Board with immediate effect (20 Nov 2023).</p> <p>The Board also wanted to express their appreciation of, and thanks to, Rachel Cox, who leaves her post of Research and Insight Officer in December.</p>
	Election of Vice Chair
	<p>With Terry Harte's previous resignation we are in need of a Vice Chair. DV proposed ALW and spoke warmly of her experience and commitment to HWS. This was seconded by BW and unanimously agreed. ALW was happy to accept, commenting she would need support from all colleagues around some of the tasks and expectations of the role.</p>
2.	Minutes of AGM 23rd November 2022

	Minutes were unanimously approved as accurate.
3.	Approval and signing of Annual Report for Charities Commission and financial accounts 2022-2023
	<p>Thanks were extended for the production of the finalised report and Board members unanimously approved for the Annual Report to be signed off by the Chair. It will now be returned to the independent Examiner for her signature too.</p> <p>The appointment of Julie Williams from The Hollies as the Independent Examiner for 2023-24 was agreed.</p> <p>There was no further business and the meeting was closed for the second half of the agenda to be taken in the confidential session.</p>
	End of meeting

Meeting: Board Meeting in Public 30th May 2024

Please note: Formal Meeting of the Board did not take place in Q2 to update on Q1 progress due staff bereavement and capacity.

1	Welcome and introductions
	<p>Vanessa Barrett (VB) (Chair) Lynn Cawley (LC) Steve Price (SP) David Voysey (DV) Bob Welch (BW) Dave Crane (DC) Daphne Simmons (DS) Rich Amos (RA) Meskerem Kassa (MK)</p>
2	Election of Trustees
	<p>MK had been elected to the Board at a previous session of the Board, but this is the first Public Board meeting to confirm it. She told colleagues of her experience and why she was keen to join HWS. Membership of the Board formally approved.</p>
3	Apologies and Declarations of Interest
	<p>Apologies: Anne Wignall (ALW)</p> <p>Brian was thanked for creating such a simple way of recording potential conflicts of interest. Trustees confirmed they had completed the register. There were no relevant declarations relating to today's agenda.</p>
4	Guest speaker: The Local Care Transformation Programme
	<p>Penny Bason (Head of Joint Partnerships, STW ICS and Shropshire Council Health, Wellbeing and Prevention Directorate) was welcomed. She shared some slides about the progress made with this major ICS strategic change programme, managed (for Shropshire) by ShIPP (Shropshire Integrated Place Partnership) together with the Council's One Shropshire. Penny responded to the many and varied questions from Board members within an animated discussion. These included:</p> <ul style="list-style-type: none"> • Health inequalities at a local level • Local, affordable housing for care workers (and specialist housing for people with disabilities) • Examples (such as Bishop's Castle, Ludlow, Highley) where inter-agency collaboration and public enthusiasm and commitment are already making a difference <p>It was agreed some major challenges remain around the County's finances as the cultures of the different organisations. Penny described the shift to a 'how can we help?' being promoted for all organisations: Ask – Assist – Act.</p>

5	Minutes of previous meeting and matters arising
	The minutes were confirmed as a correct record. There were no matters arising.
6	Chair's report
	<p>The Chair reported on a couple of recent events.</p> <ul style="list-style-type: none"> • She attended an online briefing session last week by SaTH on their most recent CQC report. The progress made since the inspection in 2020, when the Trust was put in special measures has been remarkably good. The only service that remains 'inadequate' is urgent and emergency care. However the other good news, that the Hospital Transformation Programme has been formally approved by the Dept of Health, and the capital monies released, will eventually have a significant impact on the way these services are delivered. • Also the CQC is doing a formal assessment of Shropshire Council week commencing 3rd June. • There was an interesting announcement last week that SaTH and ShropComm are seeking to appoint a Chair in Common
7	Finance report – 2023-24
	<p>HWS set a deficit budget for 2023/24 but we have clawed all of that back and ended the year £4,500 in surplus.</p> <p>The Board thanked Lynn and the staff at The Hollies for a relatively smooth transfer of responsibilities for our financial management. We look to benefit by further significant savings from this change. There were no questions and the end of year accounts were approved.</p>
8	The Forward Plan 2024-25
	<p>LC described this year's approach, which seeks to build on previous priorities agreed by HWS, Shropshire Health and Wellbeing Board and the Integrated Care System in addition to some new areas that HW England is promoting. For this year the team has considered the published priorities of the local system as well as those of HWE, and then we had discussions with our board and volunteers. Together they indicate nine core areas of work, which can be grouped into five over-arching themes: Access; Inequalities; Prevention; Quality; Carers.</p> <p>She emphasised the very real difficulties caused by the restricted HW budget, difficulties in engaging with HW Telford & Wrekin to undertake joint work and the 'churn' occasioned by staff changes at the Integrated Care Board.</p> <p>The Board considered that these proposals set a reasonable and achievable agenda for the next 10 months</p>
9	Questions from the public
	Non received
	End of public session

Finance Report to end of Q2 2024-25

Summary				
Income	To date / £	Contract split HWS	Contract split IHCAS	Agreed total budget for 2024-25
Local Government	81,000.00	76,548.00	4,452.00	162,000
Expenditure				
Staff costs	56,797.94	54,036.77	2,761.17	130,655
Prof. Legal and other	5,083.90	3,878.85	1,205.05	12,600
Volunteer costs	258.90	258.90		1700
Premises related costs	7,132.77	6,343.29	789.48	18,035
Advertising and marketing	280.80	280.80		2525
Admin / IT/ Equipment	2,236.00	1,886.75	349.25	6,250
Total Expenditure	71,790.31	66,685.36	5,104.95	171,175
Surplus / Deficit of income over expenditure	9,209.69	9862,64	-652.95	-9765



healthwatch Shropshire

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