

## Annual General Meeting

<b>Date:</b> 19 <sup>th</sup> January 2023 <b>Venue:</b> Teams Online <b>Time:</b> 5.45pm - 6.45pm		
<b>Present:</b>		
<b>Directors:</b> Lorraine Silver ( <b>Chair</b> ) Athena Daniels Emma Friddin Gloria Onwubiko Cathy Turland ( <b>Company Secretary</b> ) <b>(Minutes)</b>		<b>Staff:</b> Miranda Peers Dawn Hobson Donna Young  <b>Apologies:</b> Mo Dedat
Item:	Discussion:	Action:
1.	<b>Welcome and Declarations of Interest</b> 1.1. The Healthwatch Redbridge (HWR) Chair, Lorraine Silver welcomed members and introduced the board.	
2.	<b>Apologies</b> 2.1. Apologies were received from HWR Director Mo Dedat who had planned to vote by proxy for the meeting.	
3.	<b>Chairs opening remarks:</b> 3.1 The Chair, Lorraine Silver spoke about the on-going challenges HWR faced, particularly due to the fact we were still awaiting the outcome of the re-tendering process for April 2023-25.  3.2 This was the highest risk identified for the year.  3.3 The Chair thanked her fellow directors for their dedication, and highlighted the commitment of staff and volunteers as they continued to support the organisations' success.	
4.	<b>Launching 'Maternity Choices</b> 4.1. CEO, Cathy Turland provided a short presentation identifying how HWR had worked closely with the Redbridge Health Scrutiny Committee to identify the concerns raised pregnant women from ethnic minority communities (black women are currently 4 times	

	<p>more likely to have poorer outcomes when accessing maternity services, and women from Asian communities are twice as likely).</p> <p>4.2. A request to extend the project across north east London, saw us lead a project working with colleagues from the eight Healthwatch's and Maternity Mates, an organisation that works with women who may need additional support throughout their pregnancy.</p> <p>4.3. Surveys and individual interviews were carried out across five maternity hospitals and within the community – concentrating on postnatal services. Findings and recommendations were incorporated into the local maternity and neonatal strategic action plan.</p> <p>4.4. Through the success of the project, HWR was invited to create a second phase to understand why pregnant people make antenatal care choices.</p> <p>4.5. 'Maternity Choices Week' will run from 6 – 12 February 2023. There will be an online survey, and visits conducted to antenatal services across NEL, both in hospital and community settings.</p> <p>4.6. The aim of the work was to ensure every baby born in any NEL maternity unit had the best possible start in life.</p>	
<p><b>5.</b></p>	<p><b>Minute of the previous AGM – 11<sup>th</sup> November 2021</b></p> <p>4.1. The minutes of the last meeting were agreed and signed as a correct record of proceedings.</p> <p><i>Adoption of the minutes was carried unanimously</i></p>	
<p><b>5.</b></p>	<p><b>Matters arising:</b></p> <p>4.1. There were no matters arising from the minutes.</p>	

<p>6.</p>	<p><b>CEO's Report</b></p> <p>6.1. The Chief Executive Officer highlighted a number of key outcomes from the Annual Report. Most notably:</p> <ul style="list-style-type: none"> <li>• Calls from people wanting to find a dental practice increased, with over 25% of our calls asking for dental care support.</li> <li>• Carried out in-depth interviews with service users and organisations who support individuals with safeguarding reviews. The recommendations were accepted in full.</li> <li>• Carried out a survey to understand the effects of long Covid. We identified 79% of respondents felt their symptoms were life-changing. Our recommendations have been used to improve services for both patients accessing support and clinicians.</li> <li>• Increased our community reach with the introduction of the Redbridge Community Network with currently 31 organisations signed up. This has led to the development of marketplace events.</li> <li>• Introduced a Community Cash Fund; a small grants funding opportunity for network members to support our work within seldom heard communities.</li> <li>• Developed the Community Insights Project – focussing on health inequalities.</li> <li>• Trained individuals to become Mental Health First Aiders</li> </ul>	
<p>5.</p>	<p><b>Presentation of the Annual Accounts and Financial Report</b></p> <p>5.1. The CEO presented the financial statements audited as required under the Charities Statement of Recommended Practice (SORP) 2005. She highlighted the following:</p> <ul style="list-style-type: none"> <li>• During the year our income was greater than our expenditure by £33,004 – as we continue</li> </ul>	

	<p>to increase our range of commissioned projects</p> <ul style="list-style-type: none"> <li>• We have total funds on the balance sheet of just over £75,000 (an increase on last year of £33,000)</li> <li>• There were no particular items of an exceptional or unusual nature to bring to members' attention</li> <li>• We reviewed our financial strategies this year and in line with our policy, we have between 3 and 6 months' of expenses in reserves</li> </ul>	
<b>5.</b>	<p><b>Resolution 1: Approval of Annual Accounts</b></p> <p>5.1. The Chair asked voting members to adopt the audited Annual Accounts for the year ended 31 March 2022.</p> <p><i>The resolution was carried unanimously.</i></p>	
<b>6.</b>	<p><b>Resolution 2: Re-Appointment of Auditors</b></p> <p>6.1. The Chair asked members to re-appoint Reddy, Siddiqui and Kabani, as Auditors for the coming year.</p> <p><i>The resolution was carried unanimously.</i></p>	
<b>7.</b>	<p><b>Resolution 3: Auditors Remuneration</b></p> <p>7.1. Members agreed that the directors would approve the remuneration of the auditors</p> <p><i>The resolution was carried unanimously.</i></p>	
<b>8.</b>	<p><b>Resolution 3: Appointment of Directors/Trustees</b></p> <p>8.1. The Chief Executive Officer informed members that no directors were due to retire from the board by rotation.</p> <p>8.2. Voting members were asked to appoint as a director any member in respect of whom a valid nomination had been received</p> <ul style="list-style-type: none"> <li>• <b>Gloria Onwubiko</b> – currently a co-opted member of the board and members were asked to approve her appointment.</li> </ul> <p><i>The resolution was carried unanimously</i></p>	

<p><b>9.</b></p>	<p><b>Any Other Business</b></p> <p>9.1. The CEO stated there were no other business and asked if there were any questions from attendees.</p> <p>9.2. There were no questions from attendees.</p>	
<p><b>10.</b></p>	<p>10.1. <b>Closing Remarks:</b> The Chair thanked everyone for attending the AGM, and reiterated they were awaiting the outcome of the HWR contract and would ensure members and the general public were updated as soon as they were informed.</p> <p>10.2. <b>Date of Next AGM:</b> The Board agreed to set a date at a future board meeting for the next AGM for later in the year.</p>	

**Signed (Chair)** .....

**Date** .....