

<b>Meeting:</b>	Healthwatch Barnsley Shadow Board	
<b>Date:</b>	13 May 2014	
<b>Location:</b>	The Core, County Way, Barnsley	
<b>Chair:</b>	Adrian England	
<b><u>In attendance:</u></b> Carrienne Stones James Goodwin (minutes)	<b><u>Apologies:</u></b> Margaret Baker Christine Key Anthony Murray Paul Brown Phil Stables Irina Sidorova	
<b><u>Present:</u></b> Adrian England Tony Alcock Margaret Dennison		
		<b>Action by</b>
<p>Adrian welcomed everyone to the meeting. There was a high volume of apologies, but no significant decisions needed to be made, so it was of no consequence on this particular occasion that the meeting was not quorate.</p> <p>Tony Alcock reported that he has been appointed as a Patient/Public member on the Yorkshire and the Humber NHS Clinical Senate.</p> <p>The minutes of the previous meeting were approved as a true record. Actions and matters arising included:</p> <p><b>Action: Irina Sidorova still needs to approve the policies, as per the previous Shadow Board meeting.</b></p> <p>With regards to the Manager's Report, there were no questions. Tony stated that he felt the reports are useful.</p> <p><b>Action: Margaret Dennison needs a copy of the CCG Intelligence Sharing document.</b></p>		<p><b>Various, as detailed by each point</b></p> <p><b>Irina</b></p> <p><b>Carri</b></p>

Adrian thanked Carri and James for compiling and sending out the latest Board reports.

With regards to the format of Healthwatch Barnsley in the future, there were various options put forward about this in the previous meeting. Adrian is keen for Healthwatch to continue in its present format for another year at least, however we need to register as a company limited by guarantee with charitable status. We need to exist as a separate entity to be ready for future commissioning opportunities. Everyone present felt that we need another meeting with Ann Moffatt from VAB, for her expertise in company registration. It was felt that we need to continue to work with VAB, as we need their support and that to retain the current staff team is very important, as they are well respected and have been responsible for some excellent pieces of work, such as the Deaf Engagement Event.

**Action: A meeting needs to be set up with Ann Moffatt and the Shadow Board to further discuss our registration.**

Carrienne

With regards to the recent NAVCA training, Adrian asked if anyone had any thoughts or reflections on this. Tony said that he would like more detail on roles and responsibilities at the next session. As not everyone was present, we can come back to this point at the next meeting, after which time the second session will have taken place. With this in mind, other comments or issues may be brought forward.

**Action: To include this point on the agenda of the next Shadow Board.**

Carrienne

The Steering Group was mentioned and it was felt that we need to recruit more members, as the last recruitment drive didn't yield applications from suitable candidates.

**Action: Healthwatch staff team to initiate a fresh recruitment drive.**

All

With regards to the annual report, we need comments by 23 May. We will look at the report draft in the meeting on 27 May and add the foreword. Adrian thanked Carrienne for her work on the report. Financial information is pending, but those present felt that on the subject of finance in a broader sense, it may be helpful to meet

with Christine Drabble (who manages finances for VAB) each quarter for an update.

**Action: Carriane to speak to Christine about this.**

There was no other business.

The next meeting will be held on 12 June, 4pm to 6pm at The Core.

**Carriane**