

**MINUTES OF THE MEETING OF THE BOARD OF DIRECTORS OF  
HEALTHWATCH BLACKPOOL  
HELD AT THE SALVATION ARMY CITADEL, RAIKES PARADE, BLACKPOOL  
ON THURSDAY 24 MARCH 2016 AT 13.37PM**

**Present:** Ms K Burrell, non-Executive Director  
Mr E Jackson, non-Executive Director  
Ms J Rose, non-Executive Director (Chairman)  
Ms M Whyham, non-Executive Director

**In attendance:** Ms D Conlon, Chief Executive Empowerment  
Mr S Garner, Healthwatch Manager Designate, Empowerment  
Mr M Towers, Company Secretary (Co Sec)  
Miss Y Burnett, Company Secretary Support.

|           |  | Action |
|-----------|--|--------|
| <b>1.</b> | <p><b>Confirmation of Annual Report 2014/ 2015</b></p> <p>It was reported that procedural matters and the external auditors appointment would be discussed in detail at the next Board meeting.</p> <p><b>The Board agreed:</b> To approve the Annual Report 2014/ 2015.</p>   |        |
| <b>2.</b> | <p><b>Agreement of Annual Accounts</b></p> <p><b>The Board agreed:</b> To approve the Annual Accounts for the year ending 31 March 2015, as submitted.</p>   |        |
| <b>3.</b> | <p><b>Retiring Chairman</b></p> <p>Mr Towers on behalf of Healthwatch Blackpool thanked Mrs Rose for her dedication and commitment over the years particularly during the transitional period when she had provided a consistent presence. He also acknowledged Ms Claire Powell's (former Service Manager) for her commitment to the Board and her leadership in the transitional period.</p> <p>Mrs Rose offered to continue to support the Board and its new Members.</p> |        |
| <b>4.</b> | <p><b>Appointment of New Chairman</b></p> <p>Mr Towers reported that that under the transition to the new Healthwatch Board, the agreement between the Council's commissioning team and Empowerment was that there would be a recruitment panel to appoint Board members, it was also tasked with recommending the appointment of the Chairman. It was proposed that Mrs Mary Whyham be appointed as the new Chairman of the Healthwatch Board.</p>                          |        |

|    |  | <b>Action</b> |
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| 5. | <p>It was reported that the Health and Wellbeing Board on which the Healthwatch Board had two representatives, was due to meet prior to the next Board meeting. It was noted that the Chairman would take one of the representative positions and it was suggested that the other position be on rotation giving each Board member an opportunity to attend. However, Mr Towers advised that it was a formal decision making body and therefore required a permanent appointment. It was agreed that the appointment of the second representative would be deferred until the next Board meeting.</p> <p><b>The Board agreed:</b></p> <ol style="list-style-type: none"> <li>1. To appoint Mrs Mary Whyham as the Chairman of the Healthwatch Board.</li> <li>2. To consider making an appointment to the second position on the Health and Wellbeing Board at the next meeting, together with any other representative positions.</li> </ol> <p><b>Any other Business</b></p> <p>In response to a question, it was acknowledged that due to the transitional period, different people had been involved in the preparation of the Annual report and the information was historic. It was reported that Mr Garner was in the process of capturing information for the period April 2015 to present for the next Annual report.</p> |               |

The meeting ended at 1.47pm

**Signed by the Chairman**

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**Mrs M Whyham, 17 May 2016**