**Board Meeting**

Monday 14th January 2019

Granfers Community Centre

2pm – 4pm

**MINUTES**

**Members of the Board present**;

Chair – David Williams (DW)

Treasurer - Adrian Attard (AA)

Adrian Bonner (AB)

Derek Yeo (DY)

Shri Mehrotra (SM)

**Staff Team present**

Pete Flavell (PF)

Ishmael Evans (IE)

**Apologies**

Vice Chair - Barbara McIntosh (BM)

Annette Brown (ABr)

Alison Navarro (AN)

Razia Sattar (RS)

Lorraine Davis (LD)

Launa Watson (LW)

Pam Howe (PH)

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| **1.** | **Welcome and Apologies**  **DW** opened the meeting.  Apologies were noted.  **AB, AA & DW** asked for items under AOB |
| **2.** | **Minutes from the Board Meeting held on 12th November 2018**  The minutes from the Board Meeting held on 12th November 2018 were ***accepted***. |
| **3.** | **Matters Arising**  *(not covered elsewhere on the agenda)*  *The following actions were carried over from the previous meeting:*  **ACTION: PF to contact Advocacy for All to ask for better analysis**  **ACTION: PF to speak to Healthwatch South west London leads about continuing mental health network meeting**  **ACTION: PF to speak to LD to check previous Healthwatch Mental health network minutes have been distributed**  **ACTION: IE to send out helpful hints and tips for the board to use social media (Facebook, Twitter & Whatsapp)**  **ACTION: IE to support AB with social media alerts/use**  There is a discussion for having a board and volunteer Whatsapp group.  **ACTION: IE to create WhatsApp groups for volunteers and staff**  **PF** confirmed that payment has be received for Q2 payment from Sutton CCG  **ACTION: PF to check for Sutton CCG Q3 payment**  **AB** raiseed question around NextDoor Social Media |
| **6.** | **Project/Organisational Updates**  **Children and Young people’s (CYP) Mental Health Project**  **PF** presented the draft to the board. The key findings from the report were shared with the board. **PF** to visit the CAMHS partnership and the Fairness Commission board to present the findings and ask for assistance with recommendations. The primary school pilot will take place with 10 schools.  **ACTION: PF/IE to speak with Healthwatch England regarding local & national media about the findings of the CYPMH**.  **Dementia Hub**  The report analysing the findings of the Dementia hub has been published. **PF** presented the findings to the group. A discussion will now take place with the Dementia Action Alliance around how best to respond to the findings.  **Care Homes Project**  Six new volunteers have registered to take part in the project. A project briefing is due to take place shortly.  **A&E Project**  **PF** to present findings to the A&E board to encourage more response regarding addressing issues relating to A&E.  **Homelessness Project**  **IE** updated the board regarding the homelessness project. The mystery shopping exercise was completed before the Christmas break. The findings will now be placed in a summary report and individual reports for each GP surgery.  **Perinatal Mental Health Project**  Healthwatch Lambeth, Croydon & Sutton are working together on this project. A sub group of a perinatal health group is helping to run the Sutton element of the project inviting local women to take part in a telephone questionnaire. The deadline for the project is the end of March.  **NHS 10 Year Plan**  Helathwatch England has been commissioned by NHS England to speak to local people about the 10-year plan. Healthwatch Sutton has expressed an interest in taking part in the project.  **Sutton Health and Care (SH&C)**  Concern was expressed due to large volumes of questionnaires going out with a low number returned.  **ACTION: PF to share the quarterly Sutton Health & Care reports with the board** |
| **7.** | **Signing off Enter and View Activity**  The board members present unanimously agreed for the care home enter & view activity to take place and the use of Healthwatch Sutton statutory powers. |
| **8.** | **Trustee one-to-one & Away Day**  **PF, DW & BM** met recently to discuss Healthwatch Sutton. **BM** will now sit on the Sutton Health and Wellbeing Board, replacing **DW**. An away day will take place in the around Easter 2019. Director one-to-ones will take place with **DW** and **PF** to ensure directors are happy with the level of involvement with Healthwatch Sutton.  **ACTION: IE/LD to send out doodle to the board for away day availability**  **ACTION: LD to arrange volunteer forum meetings for 2019** |
| **9.** | **Healthwatch Sutton Policies Review**  **IE** has reviewed organisation policies and amended them. **PF** will bring them to the board for approval. The board agreed to act on current policies until they have been reviewed. An annual review will take place of the policies for future use. |
| **10.** | **Any Other Business**  **DW** shared a recent visit to the Epsom and St Helier hospital board.  **SM** is to attend the primary care at scale meeting in **AA** absence.  **AB** shared with the group about CAGG. |
| **11.** | **Date of the next meeting – Monday 11th March 2019, Granfers Community Centre, 2pm to 4pm** |