

**Halton & St Helens VCA**

**MINUTES OF HEALTHWATCH ST HELENS DIRECTORS MEETING**

**Friday 21<sup>st</sup> July 2023**

**Beacon Building, St Helens**

**PRESENT:** Pam Meredith (PM)  
Dilys Quinlan (DQ)  
Tom Hughes (TH)  
Justin Hill (JH)

**IN ATTENDANCE:** Jayne Parkinson Loftus (JPL), Sally Yeoman (SY), Debbie Morris (DM) minute taker

Meeting started at 9.36am.

Chair: Tom Hughes

**1. Apologies**

None

**2. Declaration of conflict of interest**

None

**3. Minutes of previous meeting**

Minutes of 21<sup>st</sup> April 2023 agreed as a correct record and signed by Chair.

**4. Matters arising – not on the agenda**

Still no written confirmation on the extension contract, the funding has been moved over to Adult Social Care and Health which is now being managed by Adele Tobin. SY has emails confirming the plus one option will continue and they have paid Quarter 1 so the risk of not receiving the funding is low. Directors asked for it to be considered for inclusion on VCA risk register.

**5. Finance report**

Budget report provided by SY

- Budget presented without the brought forward figure once VCA audit has been completed this will be added and updated budget emailed to Directors. Budget is currently showing a small overspend but there will be some underspend from last year so expecting the budget to balance  
(SY left meeting)

**6. Manager's update**

Written report emailed, report presented by JPL

- Continuing to provide performance monitoring but waiting to find out who will take over from Rachel Cleal.
- JPL shared response received from Victoria Care Home after the Enter and View report, they appreciated the report and it was pleasing to see that they are taking on recommendations. Will be working on Enter and View programme for the coming year.

- Final version of Cost of Living report provided. Directors commended staff on an excellent and informative report which is having an influence amongst all sectors especially at the Inequalities Commission.
- Agreed to resend Annual Report to Directors.
- Debbie East has handed in her notice for personal reasons. This is an opportunity to review and develop the role. Directors would like to record their appreciation of the hard work and outstanding contribution that Debbie has given to Healthwatch St Helens.
- Undertaking a shared piece of work with Healthwatch Knowsley on access to services for the deaf community, Healthwatch Knowsley will take the lead and Healthwatch St Helens will send out a survey via newsletter, website, social media and carry out work with Deafness Resource Centre.
- Healthwatch monthly newsletter will be having a new design going forward.

#### **7. Monitoring report Quarter 1**

Monitoring report sent out with papers.

#### **8. AOB**

**None**

#### **Date of next meeting**

Friday 20th October 9.30am.

Meeting finished 10.41am