

Healthwatch Bury Board Minutes

Date: 24th January 2022

Time: 2:00pm

In attendance: Alan Norton, Ruth Passman, Steve Treadgold, Adam Webb, Andrea Wilson (minutes)

Apologies: Tan Ahmed

Item	Description	Actions
1.	Welcome and introductions	N/A
2.	Declaration of interests	No declarations of interest received.
3.	Minutes of previous meetings Previous Board Meeting - 25 th October 2021 AGM - 30 th November 2021	Minutes accepted as a true and accurate record.
4.	Office situation/relocation Short term office space at the Town Hall not a good option. Offer of storage space at Town Hall excepted. CO looking at viable options and will continue to monitor situation re. Textile Hall. Staff will carry on working remotely until suitable office space is found.	Action: AW to arrange temporary registration of business address and speak to bank re. process for correspondence.
5.	Update on Healthwatch Bury activities Activity reports - Increase in signposting numbers. Continued face-to-face engagement and Facebook Live sessions.	
6.	Future meeting dates It was agreed that the next two meetings would be held monthly to firstly discuss HWB involvement ICS: feeding back at a GM level and secondly the Quality Framework.	Action: AW to send out future dates. Agreed afternoon meeting convenient going forward.

7.	Update on recruitment Finalise interview details for Project Officer and Volunteer Coordinator roles.	Proposed using the 4th of February to interview applicants. ST available on this date.
8.	Any other business	
9.	Next meeting	

Next meeting: TBC

Following meeting dates: TBC