**Agenda - Healthwatch Cornwall Board Meeting**

**Suite 1, Calenick House, Heron Way, Newham, Truro TR1 2XN**

**23rd July 2024 10:00 – 12:30 - Healthwatch Boardroom**

This is an “in public” meeting. There is an opportunity for members of the public to bring matters of interest or concern to the attention of the Healthwatch Cornwall Board in item 3. Intention to do so should be notified to Healthwatch Cornwall by Tuesday 16th July 2024. We will note matters raised and reply after the meeting. The meeting will then proceed to the Part 1 agenda, as shown below, which people are welcome to observe.

**Part 1: In public agenda**

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| **Item** | **Topic** | **Presenter**  |
| 1 | Welcome and introductions | KJ |
| 2 | Apologies | KJ |
| 3 | Questions and comments from the public  | KJ |
| 4 | Declarations of interest  | KJ |
| 5 | Minutes from meeting May 2024 | KJ  |
| 6 | Actions/matters arising  | KJ |
| 7 | Board structure * Purpose and content
* Number of directors required
* Terms of office
* Dates of meetings
* Attendance at external boards and committees
 | KJ |
| 8 | Governance Report and Action Log  | KJ |
| 9 | CEO Report – * Work plan 24-29
* Reports from last year – overview
* Open day
* Recruitment - Operational restructure and organogram
 | DG  |
| 10 | Quarterly update | DG |
| 11 | Finance Report * Summaries
* Year end
* Financial accountancy summary
 |  DG |
| 12 | Dilapidations claim | DG  |
| 13 | DBS/Safeguarding updates | DG |
| 14 | Policies & Procedures - DPO | DG |