

**Minutes of the 76th full Healthwatch Warwickshire Board Meeting**  
**Tuesday 9<sup>th</sup> of September 2025**  
**10.30am to 12.30pm**  
**Brunswick Hub, Leamington Spa**

**Present:**

Liz Hancock (EH) – Chair  
Robin Verso (RV) – Vice Chair  
Kate Morrison (KM)- Vice Chair  
Mike Flaxman (MF)- FAG Chair  
Jerry Roodhouse (JR)  
Leonard Harvey (LH)

**In attendance**

Chris Bain (CB) – Chief Executive (CE),  
Authorised Representative, Kerrie Cook (KC) – minutes.

**1) Welcome and Apologies:**

David Alexander (DA), John Copping, Jane Bryan (JB)

**2) Declarations of Conflict of Interest**

Liz Hancock, Chief Executive, Mary Ann Evans Hospice  
Jerry Roodhouse, Councillor, Warwickshire County Council  
Mike Flaxman, SWUFT Governor

**3) Minutes from previous meeting**

The minutes of the Healthwatch Warwickshire (HWW) Board meeting on 08/08/25 were agreed as an accurate record of proceedings and were electronically signed by the Chair.

**ACTION:** Amend to board agreed previous MF statement

**4) Matters Arising**

**From the Action list: Formal board 08/07/2025**

**ACTION:** CB to issue statements – **Complete**

**ACTION:** CB to have conversation with GC – **Complete**

**ACTION:** Clarify dates for meetings going forward – **To be confirmed**

**ACTION:** CB to circulate Letter from DO and PJ – **Complete**

**From the Action list: Informal board 12/08/25**

**ACTION:** Clustering work – **ongoing**

**ACTION:** CB to arrange a meeting with RH and merged ICB with regards to report MF discussing the future of HWW – The board discusses Herefordshire HW and the change to CIC – **ongoing**

**ACTION:** MF Recruitment for SWFT – new chair for cluster - **ongoing**

**ACTION:**

Health and wellbeing board presentation – CB requests EH to put out a short statement - **ongoing**

**ACTION:**

Annual conference 16th June – Board agreed this is to be combined with the AGM/statement

**ACTION:**

Georgina Charles - NHS England – start date to be confirmed - **ongoing TBC**

## **5) Chair's Report**

Meetings EH has attended:

- Meetings with HWW staff starting Thursday this week – EH to gauge a true picture of thoughts and feelings of staff going forward and some ideas or plans for the future
- CBs appraisal
- Regional meeting
- Joint development session
- Gave feedback on the health and wellbeing board to the LGA with regards to effectiveness
- Attended George Eliot's AGM – with regards to any updates
- HWE chairs quarterly meeting – no further information with regards to closure, up to 18 months away funding confirmed until then

## **6) CE's report and update on Emerging Strategic Issues**

- HWW updates if any – no further updates.
- MF states GPs do not have enough space to deliver services. RV agrees and continues to say numbers have fallen with regards to doctors taking responsibility for recruitment on sessional hours and that the model is no longer working.
- CB mentions the ICB and discusses changes with the board
- Krishni Waring and Simon Trickett are to take positions in the cluster.
- The Primary Legislation that is required to abolish HW will not be in the Kings speech this year but instead, next year which would mean spring 2027 for closure with the funding to remain until legislation is passed and functions will still need to be in place as per the Care Act. EH continues to say one of the main concerns are what will remain of the local HW in the meantime and the staff and its functions.
- The local government re organisation – Voluntary Sector funding comes from local authorities – will the commissioning arrangements remain as they are – the board discusses further.
- CB asked CAVA to speak together post LGR – with regards to the impact on voluntary organisations.

- The role of Place in light of the new development of INTs – the board discuss the risks for INTs not being allowed to develop and take responsibility.
- All staff, volunteers and the board remain in a very difficult position and are working above and beyond and continue to outperform with their work.
- CB states the ICP has been abolished, MF follows on from this by saying there will be no strategy development going forward because of this.

## **6.2 HW England's response**

- HWE have not been given further information and remain in a difficult position.

## **7) Report from Operations Committee**

The next meeting will take place on Tuesday 21<sup>st</sup> October

## **8) Report from Chair of Finance and Audit Group**

The FAG Chair's (Finance and Audit Group) report was circulated to the Board prior to the meeting.

- Final audited accounts and report – MF identifies no further adjustments - the board agree they are happy to be sign off
- EH queries the CIC report with regards to wording in part 3, Remuneration – Organisation that is to sign (the employer of the Chair – manual amendment before EH signs, also Page 10, Item 7 – Mary Ann Evans hospice – amendment to be made to the wording of charity – amended and signed this coming Thursday – check with LF
- Board accepts the finance report but notes that the changes need to make. EH thanks MF and LF for their ongoing work and LF will be remaining with HW.
- MF discusses salaries reported in last meeting and LF to start to calculate staff recruitment and travel – extra charges confirmed for discharge to assess travel with no funding for this.
- MF confirms LF to identify additional costs with regards to discharge to assess
- CB agreed increase in IT support contract
- MF confirms Net over spend of 10k – board noted position

## **9) Directors' Reports**

- RV and MF discuss that TD has been removed by SWFT – the board discuss further
- MF currently recruiting for group chair

## **10) Volunteer Report**

EH asks for any updates with regards to DAs Volunteer report  
 CB attended presentation with West Midlands combined authority, EH continues with thanks to the current and ongoing work of volunteers and states they are working well and are very committed.

**11) AOB**

**12) Confidential**

**13) Dates of next meetings**

The next informal board meeting will be held online on Tuesday 14<sup>th</sup> October, 10:30am-11:30am- Informal Board.

The next formal board meeting will be held on Tuesday 11<sup>th</sup> November, 10:30am-12:30pm - Location and venue to be confirmed.

**Summary of Actions: (see below)**

**ACTION:** CB & MF to arrange a meeting with RH and merged ICB with regards to report

**ACTION:** CB/MF to send Quarterly (QPR) performance report to local MP for Leamington district MP and others to be confirmed

**ACTION:** Amendments to be made to the CIC report with regards to wording in part 3, Remuneration – ‘Organisation’ (the employer of the Chair – manual amendment

Page 10, Item 7 – Mary Ann Evans hospice – amendment to be made to the wording of charity change to CIC – to be amended and signed on Thursday – check with LM

**ACTION:** GC start date to be confirmed

**Board Director Attendance Record**

<b>Name</b>	<b><u>14/01/25</u></b>	<b><u>11/03/25</u></b>	<b><u>13/05/25</u></b>	<b><u>08/07/25</u></b>	<b><u>09/09/25</u></b>	<b><u>11/11/25</u></b>
<b>P = Present/ A = Apology/ X = Absent</b>						
John Copping	P	P	A	P	A	P
Mike Flaxman	P	P	A	P	P	P
Liz Hancock	P	P	P	P	P	P
Leonard Harvey	A	A	A	A	P	P
Jerry Roodhouse	P	P	A	A	A	P
Kate Morrison	P	P	A	P	P	P
Robin Verso	P	P	P	P	P	P
Jane Bryan	P	A	A	A	A	A

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Minutes approved by: .....

Signed: .....

Date: .....