

**Agenda - Healthwatch Cornwall Board Meeting**  
**20 October 2020**  
**Via Zoom video conference link**  
**10:00am - 12:30pm**

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 15 October 2020. 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 usually welcome to observe. However due to the current Covid-19 guidance the meeting itself will not open to the public, the meeting will be recorded and this together with answers to public questions will be available on the website by 27<sup>th</sup> October 2020.

Part 1: In public agenda

Item	Topic	Presenter	Approval, Decision or Information	Timing
1	Welcome and introductions	JM		
2	Apologies	AO		5
3	Questions and comments from the public	JM		5
4	Conflicts of interest	JM		2
5	Advising of any other business	All		3
6	Minutes of meeting 22 July 2020 and signature of minutes as true record	JM	Approval	5
7	Actions/matters arising <ul style="list-style-type: none"> <li>• Ratification of items approved since previous meeting</li> </ul>	JM		10
8	Finance report Q2	JM/AS	Approval / Information	10
9	Risk Register	AS	Approval	10
10	Report from ODAG re £6 / week tax free allowance for working from home	RS	Approval	5
11	Policies for review <ul style="list-style-type: none"> <li>• Comments, Compliments &amp; Complaints Policy</li> <li>• Volunteer Expenses policy</li> </ul>	JM	Approval	10
12	Presentation: Engagement update	DC/MH	Information	30
13	Directors reports from public meetings attended - items of potential impact	JM	Information	15
14	Operational Update <ul style="list-style-type: none"> <li>• CEO Report</li> <li>• Performance Report</li> <li>• CEO Recruitment</li> </ul>	AS JM	Information	15
15	Any other business	JM		5
16	Date, time and location of next Board meeting	JM		

