

Board Meeting

Monday 28 April, 18.00–20.00

Healthwatch Office, Wallsend Library and Community Hub, NE28 8JR

PLEASE NOTE – We plan to use a voice recorder to help us take notes.

Agenda

Part 1 – Standing Items (25 mins)			
1.	Welcome and apologies		Chair
2.	Declaration of interest		Chair
3.	Minutes from the previous meeting	For Decision Page 2	Chair
4.	Chair and Director's updates	For Discussion Page 7	Paul & Carol
5.	Escalations: • GDPR • Safeguarding • Health and Safety	For Discussion Page 8	All
Part 2 – Key issues and Decisions (65 mins)			
6.	Trustees Business (20 mins) 1) Appointment of Trustees 2) Trustee responsibilities 3) Expenses	For Discussion and Decision Page 9	All
7.	Workplan updates (25 mins)	For Discussion and Decision Page 12	Staff Team
8.	Finance update budget planning (20 mins)	For Discussion and Decision Page 14	Jackie & Paul
Part 3 – Other issues (30 mins)			
9.	Our Approach to using AI	For discussion and decision Page 23	Paul
10.	AOB		Chair