Healthwatch North Tyneside – Minutes of Board Meeting

Date and time: Monday 20th October 2025, 18:00 – 20:00

Venue: Whitley Bay Comrades Club, 14 The Links, Whitley Bay NE26 1PS

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Present: Chair - Carol Nevison (CN), Jackie Doughty (JD), Peter Berrie (PB), Paul McKelvie (PMcK), Paul Greenway (PG), David Slater (DS), Lindsay Yarde (LY), Maxine Ulrich Houston (MH), Paula McCormack (PM)

In attendance: Paul Jones (PJ), Tracey Hindmarch (TH) - agenda items 1 & 2, Katy Parkinson (KP), Tony Wardle (TW) - agenda items 1 & 2

Apologies: Bea Groves-McDaniel (BGM)

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Agenda item 1. Welcome, introductions and apologies

CN welcomed all to the meeting and announced that we would be using Plaud AI to support note taking during the meeting.

BGM sent apologies.

For each item, the Board considered any equalities, Health and Safety and safeguarding issues arising and considered these as part of their decision-making.

Agenda item 2. Discussion with Accountant

- TW from BK Plus Accountants introduced our draft accounts, confirmed efficient reporting and made no recommendations for improvement.
- The Board thanked TW for his time and support with the accounts and his thorough approach. The Board also thanked TH, JD and PJ for their work on finance management during the last financial year.
- TH confirmed we are in the process of setting up automatic direct debit payments for HMRC to avoid any missed payments in the future.
- TW & TH left the meeting following this item.

Agenda item 3. Declarations of Interest

- PB is no longer a trustee for Whitley Bay Young People's Centre but has agreed to look at their finances as a volunteer.
- No other declarations of interest.

Agenda item 4. Minutes from the previous meeting

The minutes from the previous meetings were reviewed. Progress with actions was noted.

Decision - The Board approved as an accurate record with the following changes:

- Date of the AGM – change to the 10 November.

Action 4.1 – KP to amend minutes from last meeting.

Agenda Item 5: Chair and Director updates

PJ presented the updates referencing the Board papers (shared with the Board prior to the meeting).

<u>The Local Plan for North Tyneside</u>

- This is a long-term plan.
- DS highlighted that it will be useful in regard to population changes and access to services, and health and wellbeing development.

<u>GP boundary Changes – Roseworth Surgery Gosforth</u>

- We've had no prior contact with this GP practice, but the boundary changes may affect postcodes NE12 and NE23. The Board had no concerns with the proposed changes.

<u>Adult Social Care</u>

- The Council are in the process of reviewing various adult social contracted services and approaches to delivering their services e.g. home care contracts, respite, personal budgets.
- Healthwatch has been asked to participate in the oversight board for the Home Care contracting process from a service users perspective and support with how we best involve people in a meaningful way and sharing what residents have shared with Healthwatch about these services.

Agenda item 6: Escalations and Considerations

No new escalations or issues were reported regarding safeguarding, GDPR, health and safety, or equalities.

Agenda item 7: AGM planning

- The Board discussed and agreed plans for 10 November meeting.

Actions:

7.1 – PJ to remove Vice Chair from AGM agenda.

7.2 – PJ to confirm if and Trustee is approaching the end of their term.

Agenda item 8: Next Steps working group update

- On the 10 November, there will be an opportunity to go through some scenario planning and stakeholder mapping – to discuss how to use Networks, skills and connections (and who is comfortable to do so).
- There is a survey to complete before this meeting, which will be sent to the Board electronically. This is so we can summarise what people are interested in before we meet.

Actions:

8.1 – KP to amend booking for dinner afterwards.

8.2 – PJ to send survey to Board members with deadline to be completed.

Agenda item 9: Festive Period Closure

- Board agreed on Option 2 for Festive Period Closure - from Wednesday 24 December and opening for the new year on Friday 2 January.
- There will be a whole team Christmas gathering in December. A Doodle poll has been sent to confirm dates - 24th October is the deadline for this.

Actions:

9.1 – PJ to forward email/Doodle poll to MH.

Agenda item 10: Workplan Updates

The Board discussed the Quarterly plan update report and discussed the below in detail. The Board thanked everyone involved for their work. The Board agreed since the government's announcement on the future of Healthwatch, its right that we review our deadlines for activities within the plan and re-prioritise.

Engagement Activities

- We have had fewer engagements this summer than we normally do and the staff team are looking at the reasons for this, including staff and volunteer capacity.

Carers report for publication

- The Board were pleased to see that the data gathered is being used to influence multiple different pieces of work across North Tyneside.

Dentistry

- PJ mentioned that there has been a significant improvement in the information for residents that the ICB is producing.
- Generally, access to NHS Dentistry remains challenging in North Tyneside. There is access to regular NHS check-ups for children not currently registered with a dentist but not adults. PM mentioned oral health issues are affecting school attendance and will continue to update the Board on the impact of poor oral healthcare on children and young people.

Children and young people project proposal

- The Board agreed the outline proposed and for the budget to support this project to be discussed as part of the mid-year budget review. We want the project to have a longer-term impact.
- The plan is for young people to work with us and build what it will look like as well as working and learning from partner organisations.

Cancer grants update

- The Board welcomed the progress made and noted that projects are beginning to deliver.

Age Friendly Update

- The Board welcomed North Tyneside receiving Age Friendly Community status and welcomed the planning for next steps.

Agenda item 11: Finance update and delivery

- Beginning the mid-year budget review process.

Action 11.1 – TH to set up a direct debit for HMRC payroll payments (ongoing).

Agenda item 12: Any other business

- Next Board meeting is 1st December – venue to be confirmed.

Action 12.1 – KP to arrange December Board meeting venue.