



Monday 9 September 2019

Present: Nic, Justine, Jane, Cheryl, Anne, Kaysia

Discussion following last month's meeting – agreement by all 4 directors to appoint Cheryl Annable as a non-executive director from today. In view of past responsibilities from January 2019 and acting in this capacity without remuneration – back pay agreed.

Action – Nic to add to companies house, Jane to check if insurance requires updating and arrange back pay.

Director's tenure is for 2 years. Annual accounts now available – agreed AGM required – Wed 16 October at Church Farm, 6.30pm for 7pm. **Action – Cheryl to check with Charmagne if room available. Justine to send out email invitation to all shareholders to include accounts and minutes of recent meetings.**

Discussed future of AVH and how this links in with HAR PCN.

Conflict of interest/dual roles of PCN CD and AVH director noted for NH/JR. Place Lead role noted for AT. Discussion around aligned interests of these ("conflicted") roles and independence of KH as director without secondary role. **Agree raise Director roles for discussion at AGM to allow shareholder input if desired.**

Discussed future of extended access and whether other hubs are required within each neighbourhood. Discussion around Ripley MC/DCHS and how this links in with funding etc. **Nic/Anne to meet with Ripley MC/DCHS to discuss.**

Discussed hours and whether it is feasible to work a longer shift on a Friday and reduce the number of appointments on a Sunday as these are the main ones which aren't used. Jessop had previously agreed that a room could be available earlier on a Friday. **Action – Cheryl to check with Dan and then email to all staff to see if there would be anyone available to work.**

Discussed PCN admin role as there has been no interest from staff within practices. AVH could utilise a small amount of admin time. Discussed clinical pharmacist – agreed employment by AVH with 70% funding from PCN and 30% from AVH – could work some of the extended hours thus reducing the clinical staff required. **Action – Cheryl to advertise both roles on NHS jobs – to close Thursday 10 October so any applicants can be discussed at the next directors meeting.**

AOB – the AVH roller banner is broken – do we need a new one – no.

Next meeting – 14 October 2019 @7pm (The Hurt Arms, Ambergate)