

# Committee meeting - Healthwatch Gateshead

14 October 2020, 1.30pm to 3.30pm  
Online via Zoom

## Agenda Items

1.	Welcome and introductions		MB
2.	Apologies for absence		MB
3.	Minutes of previous meeting/matters arising	Paper 1	MB
4.	Updates		
	4.1 Operations Manager update		CA
	4.2 Participation in practice update	Paper 2a and 2b	LY
	4.3 Social media	Paper 3	CA
	4.4 Project Manager update	Paper 4	KN
	4.5 Volunteer & Outreach Coordinator	Paper 5	BN
	4.6 Eight ways to make a difference		RW
5.	Chairs update		
	5.1 Committee recruitment		MB
6.	Any other business		
	6.1 Action log		MB
	6.2 Newsletter content		CA

**Michael Brown (Chair) – MB**

**Cynthia Atkin (Interim Operations Manager) – CA**

**Lyndsay Yarde (Associate) – LY**

**Beth Nichol (Volunteer and Outreach Coordinator) – BN**

**Kim Newton (Project Manager) – KN**

**Rachel Wilkins (HWN Project Manager) – RW**