

# *Meeting Minutes KH Board Part 1*

*30.04.2025*

**KERNOW HEALTH CIC (the “Company”)  
(Company No. 07551978)**

**DRAFT Minutes of a meeting of the Board of Directors of the Company  
held at 08:00 on Tuesday 30 April 2025  
via Microsoft Teams Video-conferencing**

Membership	Name	
<b>Non-Executive Chair</b>	<b>Dr Andrew Craze</b>	Chairman
<b>Non-Executive Directors:</b>	<b>Mr Gary Jennings</b>	Non-Executive Director
	<b>Mr John Acornley</b>	Non-Executive Director
	<b>Mr Stephen Holby</b>	Non-Executive Director/ Managing Partner, Carn to Coast Health Centres
	<b>Dr James McClure</b>	Non-Executive Director/ICA Board Director Member representing Central/ GP Partner.
<b>Executives:</b>	<b>Mrs Laura Wheeler</b>	Chief Executive Officer, Kernow Health CIC
	<b>Dr Paul Cook</b>	Chief Medical Officer
	<b>Ms Maria Harvey</b>	Director of Integrated Community Care
	<b>Mr Brian Philpott</b>	Director of Finance
<b>Attendees:</b>	<b>Mr Joseph St Leger-Francis</b>	Head of IUCS
	<b>Ms Emma-Ridgewell-Howard</b>	CEO, Kernow LMC
	<b>Mrs Lorna Curnow</b>	Executive Assistant

**CHAIRMAN**

Dr Andrew Craze chaired the meeting throughout.

**NOTICE AND QUORACY**

The Chair reported that due notice of the meeting had been given to all directors and that the meeting was quorate. Accordingly, the Chair declared the meeting open.

0430/1	<b>Welcome and Apologies</b>  The Chair welcomed everyone to the meeting. There were no apologies
0430/2	<b>Declaration of any New Interests / Conflicts of Interest for Part 1 Agenda items</b>

	<p><b>Declarations of Interests Register</b>  The Declarations of Interests Register was noted.</p> <p>Ms Ridgewell-Howard explained she had been recently appointed as a trustee at Penrice House from July 2025.</p>
	<p><b>Conflicts of Interest for Part 1 Agenda Items</b></p> <p><b>AGREED:</b> Each of the Directors confirmed that they had no direct or indirect interest in the business proposed to be transacted in <u>Part 1</u> of the Board meeting which they would be required to disclose in accordance with section 177 of the Companies Act 2006 and the Articles of Association of the Company.</p>
	<p><b>Board Attendance Register</b>  The register was noted.</p>
0430/3	<p><b>Approval and ratification of Part 1 Board Minutes of the meeting held on 26 March 2025.</b></p> <p>There were two minor corrections made to the Minutes on Page 6.</p> <p><b>AGREED:</b> Subject to the amendments, the Board approved and ratified the Part 1 minutes of the Board meeting held on the 26 March 2025, as a true and accurate record and signed by the Chair.</p>
0430/4	<p><b>Shareholder Transfers</b></p> <p>As per the report circulated, the Board were asked to approve the transfer of share for Sunnyside Surgery.</p> <p>Transfer of Share from Dr Maria Patten to Dr Henry Perkins.</p> <p><b>AGREED:</b> The Board approved the Stock Transfer of share at Sunnyside Surgery from Dr Maria Patten to Dr Henry Perkins.</p> <p>The Board were asked to approve the transfer of share for Bottreaux Surgery.</p> <p>Transfer of Share from Dr Rachel Walker to Dr Desmond Reddy.</p> <p><b>AGREED:</b> The Board approved the Stock Transfer of share at Bottreaux Surgery from Dr Rachel Walker to Dr Desmond Reddy.</p>
0430//5	<p><b>General Business Update</b></p> <p>Mrs Wheeler advised she had recently met with Mr Steve Williamson (Chief Executive, RCHT) and with Mrs Debbie Richards (Chief Executive, CFT)</p>

	<p>Mrs Wheeler advised that she had a very productive meeting with Ms Richards. Amongst the topics they discussed were the future partnership between KHCIC and CFT. The meeting concluded with both parties agreeing to support a closer working relationship.</p> <p>Acknowledgment was also given to the positive meeting with Mr Williamson, who was very supportive of KHCIC's position and potential novation of the IUCs contract.</p> <p>A meeting has also been planned between Mrs Wheeler and Mrs Kate Shields, (Chief Executive, CloS ICB) at the beginning of May.</p> <p>The Chair advised he had recently met with Mr David Allen, Chair of the RCHT Board. He explained that Mr Allen was very supportive of future collaborations with KHCIC and with Mr Stewart Sweeney, Vice-Chair of CFT.</p> <p>The Board noted the Chair attended the 100 GPs meeting in London with NHS England representatives. Amongst the topics discussed were the plan for the next 10 years involving primary care and general practice at scale.</p> <p>The Board acknowledged that the KHCIC set up which was very much ahead of its time delivering at scale general practice.</p> <p>Mrs Laura Wheeler shared a presentation which had been submitted to the 100 GP meeting. She highlighted the at scale services and functions that KHCIC already provide to GP Practices throughout the county.</p> <p>Ms Ridgewell-Howard shared information from the Southwest Regional LMC meeting on the Secure Data Environment Project.</p> <p>The Board noted the Southwest Region project was part of work carried out by NHS England on data footprints for research into the wider population.</p> <p>Acknowledgment was given to the confusion surrounding the information especially as Cornwall had already been leading the general practice research into the population.</p>
0430/7	<p><b>C&amp; IoS System Updates</b></p> <p>There were no C&amp;IoS system updates.</p>
0430/8	<p><b>Governance Update Verbal</b></p> <p>Ms Harvey explained a meeting had been arranged with the CQC Regional Registration Manager and one of the CQC inspectors to discuss potential KHCIC growth and ensuring our registration is compliant.</p> <p>Dr Cook advised the Home Officer were due to make two planned visits over the next couple of months. Dates are yet to be confirmed.</p>

0430/9	<p><b>Policy Ratification</b></p> <p>The Board were asked to approve one policy: the EPRR and Business Continuity Management policy.</p> <p>Mr St Leger-Francis mentioned the policy was also submitted as part of the NHS Core Standards. The Board noted KHCIC was amongst the highest scoring providers of EPRR in the country.</p> <p><b>AGREED:</b> The Board approved and ratified the EPRR and Business Continuity Management policy.</p>
0430/10	<p><b>Reflection and Agreement on Communications.</b></p> <p>There were no reflections or agreements to communicate.</p>
	END OF PART 1

**AGREED/ DECISIONS:**

1. The Board approved the latest version of the Declarations of Interest Register and all the additions and amendments made.
2. Each of the Directors confirmed that they had no direct or indirect interest in the business proposed to be transacted in Part 1 of the Board meeting which they would be required to disclose in accordance with section 177 of the Companies Act 2006 and the Articles of Association of the Company.
3. Following a preview of the minutes by Dr Craze and subject to amendments, the Board approved and ratified
4. the Part 1 minutes of the Board meeting held on the 14 February 2025, as a true and accurate record and signed by the Chair.

<b>FINAL COPY – RATIFIED</b>
Signed by the Chair: 
Dated: 28 <sup>th</sup> May 2025