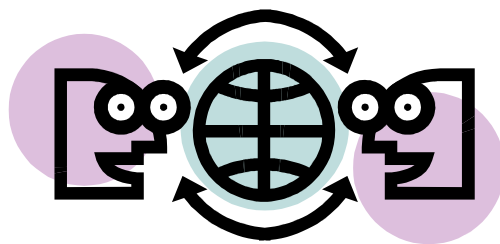


Tending Older People's Forum



Minutes of AGM
Held on
Friday 25th November 2011
At Weeley Council Offices

1 Welcome & Introductions

Present

Jean Allen (Chair)	Home Instead Senior Care
Gerald Wallington-Hayes	Acting Vice Chairman
Robert Taylor (Treasurer)	Great Bentley Good Neighbours
Valerie Reiser	Alzheimers Society
Sarah Wood	Alzheimers Society
Stephanie Blackman	Home Instead
Faye Cooper	Family Support Clacton
Natalie Emmerson	Primary Care UK
Cathie Lockhart	Essex County Council
David Eniffer	Volunteer Centre Tendring & Helping Hands
Tracy Cooke	Salvation Army
Tracy Gurtner	Salvation Army
Dave McLeod	Harwich Town Councillor
Jennifer Pettitt	Alresford Parish Council
Sharon Alexander	CVS Tendring
Anne Lax	OPF

2 Apologies

Gill Burden, Joy Broderick, Jane Smith, Vivien Chapman, Maria Fowler, Brian Thomasson, Peggy Muddiman and Anne Brown

3. Reaffirmation of the Constitution/amendments

Motion put forward from Acting Vice Chairman to continue with present Constitution – all agreed, motion carried.

4. Minutes of last meeting

Agreed.

5. Matters Arising

Dave McLeod updated the Forum in regard to the state of the roads and said that ECC Highways are being pushed on this matter. Dave to write a few paragraphs and to send to Jean and she will chase ECC.

It was agreed by all that the affiliation of Forum with CVS Tendring is a good idea and is to be processed with a fee of £10 to join.

6. Chairman's report

Jean reported on the work she had done on behalf of the forum since the last meeting. Firstly she had had a meeting with Gill Burden regarding the Gazette Survey and had reviewed the questions with Gill. The final copy was to be discussed at today's meeting. Secondly Jean had prepared a power point presentation about the trip to Biberach Germany and finally there had been preparation work for this meeting and liaison with guest speakers

Treasurer's report

Robert updated the Forum after handing out a copy of the Audit to all members at the last meeting, that the end of December will be the end of the year for the full accounts and that some funds are still due.

Jean informed the Forum that for the next agenda the question of whether a charge would be made to all members for membership of the Older People's Forum would be appropriate or whether it would put people off attending the meeting.

Secretary's report

Anne said goodbye to all members and wished them well in the future. Jean thanked Anne on behalf of the Forum and presented her with a gift. Gerald also presented Anne with a gift and thanked Anne on all her work.

7. Election of Chairman and Officers for the ensuing year Nominations at the meeting

Robert took chair whilst the Election process was underway.

It was proposed by Dave McLeod that Jean was to continue to be Chair and was seconded by Natalie Emmerson. Jean was elected Chair.

Natalie Emmerson volunteered to become Vice Chair as this was the present Acting Vice Chair Gerald's last meeting.

Robert was voted to continue to be Treasurer.

Secretary – Sharon Alexander offered to take the minutes of the meeting in the interim with no payment until a Secretary is appointed. Job description bullet points are needed so if anyone has any suggestions they are to e-mail Jean. There is an honorarium payment of £800 per year for the role of Secretary.

It was agreed that a Secretary does need to be recruited properly with the help of David Eniffer and Sharon suggested that everyone from the Forum that were not present today to be e-mailed to let them know what is going on, this was agreed by Jean.

8. Presentation by Jean Allen on her recent visit to Biberach, Germany

Jean gave her power point presentation of her visit to Biberach. It was a two day event to discuss the concerns of the elderly and to meet representatives from Swidnica and Valance and to look round some of the facilities available in the town of Biberach.

The visits included a multi generation living complex, with flats that can house a family or an older person living on their own to rent or buy as well as their own community centre and crèche. The other visit included an older people's centre where they live in groups which is a place of assisted living. These facilities are built by the Hospital fund, which the people of Biberach pay into through their wages when they are working which eventually pays towards this as well as healthcare. The Hospital Fund rents these places to Burgerheim which is a private company.

Jean did point out that these places she visited were the best and most modern facilities available.

Dave McLeod suggested that Tendring should have one of these multi generation complexes and suggested that a feasibility study should be done and passed onto the Planning Department to take forward to developers. Jean asked Dave to write a few paragraphs for her and then she would write a letter to the Council explaining her experience and how Tendring may benefit from the same facilities and send to the Chief Executive and ask for feedback.

Gazette Survey

The Gazette Survey was handed out at the meeting for it to be agreed. Natalie found the survey to be very negative and suggested questions being added to ask people what good facilities they have used. This was agreed by some members, so Jean suggested at the comment part at the bottom to read "comment on what you think is being done well."

There was also concern over the survey just being published in the Clacton Gazette, which would not reach Harwich and Manningtree or Alresford. Jean is to ask the editor of Clacton Gazette to ask the other editors if they could include it in those newspapers also. Natalie is also going to speak to the Essex County Standard editor to see if they will include it in that newspaper as well. The target is to get the survey out in January 2012.

It was agreed that Jean would discuss with Gill, get the comments section changed and then discuss distribution as members did say if they could have the survey electronically they could make sure it gets to their clients if they do not read the paper.

Macmillan Benefit Advice Leaflets

TDC and Colchester Borough Council secured funding from Macmillan to provide Benefits Advice specifically for cancer patient suffers or their families. If someone or their family has been diagnosed and even if they have never received benefits before they can be referred,

or they can self refer to this service and will be assessed very quickly to see if they are entitled to support from the welfare benefit system.

The team is based with Colchester Borough but will be holding sessions in the Tendring area on a Monday, Tuesday, Wednesday and Thursday at St Helena Hospice on a Monday and Thursday and at Clacton Hospital on Tuesday and Wednesday. These leaflets outline the service and we would ask that all the groups at the forum are aware of it and can signpost people to it if they come into contact with those who could benefit.

Open Meeting

The Open Meeting is to go on the next agenda (January meeting), the Open Meeting will probably be held in March 2012 and Mike Gogarty will be in attendance. Jean suggested to all members that they should all display information about their groups at this meeting.

9. Reports from Members

Jean Allen

Jean previously e-mailed round the Equality and Human Rights Commission Home Care Report relating to bad care issues. The problem is funding and time is a major problem. Most likely many old people who need care, or their relatives would be very nervous having read this and it must be stressed that not all agencies are like this.

Valerie Reiser – Alzheimers Society

Reported that the Victoria Market was a success and it was enjoyed by all. Sharon agreed and said it was the best ever and that the Salvation Army band and the press helped.

Also Valerie reported that Alzheimers Society would be getting two social degree students after Christmas.

Stephanie Blackman – Home Instead

Reported that Jean appeared in the latest Home Instead newsletter for her Biberach trip. Also Home Instead also have a new training room, which Jean was willing to offer to local health or social work professionals or voluntary agencies to use. This has reported previously and can be used as a meeting/training room.

Faye Cooper – Family Support Clacton

Reported that Family Support are still struggling for funding but they have just been awarded social funding for befriending in the home. Also hopefully have funding for two carers and they will also be working on their Winter Warm Campaign which provides elderly clients with food from day centres during the winter period.

Natalie Emmerson – Primary Care Uk Ltd

Reported that they have three new team members, a Co-ordinator Manager, Community Support Co-ordinator and a Training Co-ordinator (part time). They have also been shortlisted for two awards and have their Gala dinner this evening.

David Eniffer – Volunteer Centre Tendring & Helping Hands

Both of these groups are continuing even with reduced hours. From January hours will be 9.00 to 12.30 and they will be prioritising vehicle assistance to medical trips rather than social trips. Nothing has changed on the volunteering front. David has been trying to recruit an Essex Ambassador but needs volunteers as he has had a very low response. The closing date is Friday 2nd December.

Tracy Cooke – Salvation Army

Reported that there were still vacancies for Christmas day support. The Salvation Army has also in conjunction with Daybreak launched an appeal of donating a coat, which will be distributed through various projects. Tracy thinks there will be surplus coats so if any of the members groups have clients that need a coat for the winter – contact Tracy.

Dave McLeod – Harwich Town Councillor

The Voluntary Organisations are short of funding, Disabled Go is under threat. Increased fees on council provided sports facilities may mean that some kids clubs have to close.

Dave wished the group a Merry Christmas and thanked Gerald for all his hard work in the past as Chair of the forum

Jennifer Pettitt – Alresford Parish Council

Reported that family support at lunch club at the Autumn Centre is available.

Sharon Alexander – CVS Tendring

Reported that the Voluntary Sector Partnership meeting is on 20 January 2012 and hopefully can get a representative from Tendring District Council to speak on the Big Society Fund.

Trustee Network is on the 5 December.

Special event being organised which consists of a subsidised dinner and a chance to listen to the Chief Executive of Colchester Catalyst.

Robert Taylor – Great Bentley Good Neighbours

Reported that Parish Transport is still ongoing.

Other items discussed

Signatory for cheques: As the Secretary Anne is stepping down and she is also a authorised signatory on the accounts for the Forum, Robert suggested that Natalie Emmerson took over that role and all agreed.

Funding for the forum: Dave McLeod suggested that the Forum should put forward a Big Society Fund application to pay for the Forum's exences. Robert Taylor suggested that this wouldn't be viable as there is money in the bank. Sharon Alexander suggested that the Forum needs to be more pro-active and maybe have an exhibition next year, which the

Forum could apply for Big Society Fund for the cost. Natalie Emmerson also suggested maybe applying for the Big Society Fund to finance the Open Meeting. Jean is to get the appropriate application for the Big Society Fund and process and then to discuss the options.

10. Date of next Meeting: Friday 27th January 2012 10am Weeley Council Offices

Guest speakers include

- **Louse Notley – a nurse at Colchester Hospital; and**
- **Essex Guardians**