

Dementia-friendly Alton



Charity Number - 1202095

Dementia-friendly Alton AGM MINUTES Wednesday 21 June 2023 1600-1800 at Edgar Hall

Item		Action
1	Present – Karen Murrell (KM), Chair, coordinator & Trustee Keith Snelling (KS), Volunteer & Trustee Deb Grant (DG), Volunteer Marketing/Press Officer & Trustee Dione Watson (DW), Volunteer Treasurer, Financial Controller & Trustee Janet Dunkley (JD), Admin Anne Heath, Volunteer Diane Bizley, Volunteer Debbie Parr Volunteer Judy Aiken, Volunteer Judy Aiken, Volunteer Apologies – Trish Harding (volunteer), Sammy Wood (volunteer), Geoff Goodall (volunteer), Jane Ward (Trustee) Welcome to all - introductions made around the room.	
2	Notes from last meeting – Matters arising Nothing raised.	
3	Voting of key officer roles due to Charity status –	
	Key roles agreed and seconded as proposed: Chair: Karen Murrell – agreed (KM signed) Vice Chair: no one standing - agreed Trustees would step in if necessary Secretary: no one standing – agreed Janet Dunkley to continue (KM signed) Treasurer: Dione Watson – agreed (DW signed) Fund Raising & Marketing Lead: Deborah Grant – agreed (DG signed) Other volunteer responsibilities taken on and agreed as follows: Keith Snelling – Team Leader for PACE/Younger Onset (signed) Anne Heath – Team Leader for Volunteers (signed) Deborah Grant – Team Leader Flourish in the Forest (signed) Debbie Parr – Team Leader for Creative Arts & Heritage (signed)	
	Geoff Goodall – Team Leader for Meeting Centre (not yet signed) Official voting-in concluded.	

4	Review / agree organisational chart for our first year as a Charity	
	Organisational chart shared by KM, no comments made by those present. As there is currently no 'Who's Who' on the website it was agreed the main organisational team (ie Trustees) information should be shared.	KM
	In addition, it was agreed the organisational chart with more detailed information should be shared with new volunteers upon joining (within in a new volunteer pack).	
	It was suggested a drop-in social/meeting would be good for volunteer morale. Agreed this was a good idea and should be looked into. Ideally on a different day of the week each time to enable varied attendance.	KM /DW
	In addition, a 'Recognition to Volunteers' meeting was suggested - Volunteer reaction to be sought. Summer social BBQ suggested as well as Christmas social.	KM /DW
5	Review / agree future meeting Schedule	
	We are aiming to have Open meetings quarterly, with additional Trustee only meetings. It was agreed to rotate days of the week for meetings to accommodate shifts and working patterns.	KM /DW
	Revised meeting schedule to be shared.	
6	Finance report – agree accounts for 2022/23	
	DW outlined recent financial history and reported on the current funding situation. Our balance is circa £30,000, most of which is already allocated to projects. We are in a satisfactory financial position. Our Accounts have been signed off for last year. Treasurer's Report was Agreed and Accepted by those attending.	
	Post meeting update: The accounts have been agreed with the Trustees are with the accountant for final sign off. Copy of signed account summary is being sent with these minutes. Final copy will be tabled / filed at next meeting current planned for Monday 4 th September.	
7	Update on Edgar Hall (Partnership with AMS / Planning / CIL grant)	
	Moving to Edgar Hall has been a great success, we have achieved so much already in such a short period of time. The Facilities Committee is still finding its way.	
	Extension Plans: EHDC Consultation now ended – outcome awaited. ATC meeting approved the Plans without objection, despite opposition from the Cadets.	
	CIL Grant for extension build - we have put in a bid for £300,000, outcome due in August.	

22 nd Jun Watercress Line Trip Post AGM update: 31 attendees including 5 volunteers	
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25 th Jun Victorian Cricket	
Post AGM update: successful day delivered	
with help from 11 volunteers.	
Planning on being there next year too!	
30 th Jun Official launch of Meeting Centre	
Post AGM update: Fab day with music from HarryBassett, signing fr	om
Freya. Attended by Damian Hinds and the Thank you day team.	
2 nd Jul Thank you day, 10-4pm	
Post AGM update: successful event with 5 volunteers plus attendan	е
from other dementia groups as well. Event to be repeated in 2024.	
5 th Jul Meeting Centre opens	
Post AGM update: First two days (Wed & Fri) went well with good	
attendance	
12 th Jul Enliven Project, New Forest	
8 members have agreed to attend with 4 volunteers supporting	
13th Jul Dementia Awards	
Deb and Karen attending on behalf of DFA. No members choosing	0
attend this year.	
15th Jul Town Park event / Forget me not walk	
Planning a hoopla stall to complement the fair that will be there. Ka	en
to check volunteer availability to help.	
17th Aug Forget me not Church Service (TBC)	
3rd Sep Aegeas Bowl Cricket day trip (TBC)	
10th Sep Surrey Symphonic (TBC)	
17th Sep Snowden Challenge (TBC)	
5 th Oct Bovington Tank Museum day trip (TBC)	
The state of the s	
olunteer strategy: Recruitment, Induction, Training - update so far	
iscussed briefly and all agree we would benefit from new volunteers to joinin	n
s. Strategy to be determined.	9
5. Chategy to be determined.	
lso suggested that we should create an induction pack for new volunteers.	
to suggested that we should breate an industrion pask for new volunteers.	

Monday 2 Explore	Tuesday	Wednesday opportunity 10	Thursday		iday	Saturday Monthly
AM - 10.30- 12.30 Creative and Curious	AM No session	AM Memory café continues at ACC – rename Alton Meeting	AM PACE Project Walk 0930 Skittles etc 1030 - 1200	AM 10.30— 1215 Music Café with optional	11–3 Carer support sessions over lunch	Flourish in the Forest
Edgar Hall PM - 2-4 Sensory Garden	PM No session	Centre from 5 th July. Geoff Goodall is Meeting Centre Manager. Kat and Lianne seconded. Meeting Centre at Home – Livvy and Beth	PM Allotment from 1-4 pm from July 3 times a month plus Tea Dance and Legions.	fish & chip lunch. PM Activity and exercise session. Date for Walking Football TBC.	period – as per timetable	1030 – 1600 – usually first Saturday – March – Nov
Garden						
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