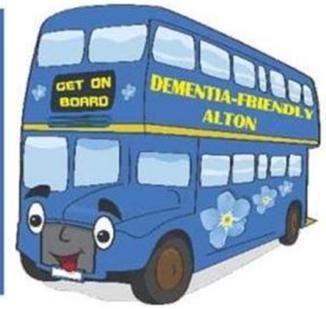




The Queen's Award  
for Voluntary Service

# Dementia-friendly Alton

Charity Number - 1202095



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

Item		Action
1	<p><b>Present –</b>            Karen Murrell (KM), Chair, coordinator &amp; Trustee            Keith Snelling (KS), Volunteer &amp; Trustee            Deb Grant (DG), Volunteer Marketing/Press Officer &amp; Trustee            Dione Watson (DW), Volunteer Treasurer, Financial Controller &amp; Trustee            Janet Dunkley (JD), Admin            Anne Heath, Volunteer            Diane Bizley, Volunteer            Debbie Parr Volunteer            Judy Aiken, Volunteer</p> <p><b>Apologies –</b> Trish Harding (volunteer), Sammy Wood (volunteer), Geoff Goodall (volunteer), Jane Ward (Trustee)</p> <p><b>Welcome to all</b> - introductions made around the room.</p>	
2	<p><b>Notes from last meeting – Matters arising</b>            Nothing raised.</p>	
3	<p><b>Voting of key officer roles due to Charity status –</b></p> <p>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 &amp; Marketing Lead: Deborah Grant – agreed (DG signed)</p> <p>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 &amp; Heritage (signed)            Geoff Goodall – Team Leader for Meeting Centre (not yet signed)</p> <p>Official voting-in concluded.</p>	



<p><b>8</b></p>	<p>Events to plan and volunteer support to be determined</p> <table border="1"> <tr> <td data-bbox="217 174 419 277">22<sup>nd</sup> Jun</td> <td data-bbox="419 174 1378 277"> <p>Watercress Line Trip <i>Post AGM update: 31 attendees including 5 volunteers</i></p> </td> </tr> <tr> <td data-bbox="217 277 419 421">25<sup>th</sup> Jun</td> <td data-bbox="419 277 1378 421"> <p>Victorian Cricket <i>Post AGM update: successful day delivered with help from 11 volunteers. Planning on being there next year too!</i></p> </td> </tr> <tr> <td data-bbox="217 421 419 524">30<sup>th</sup> Jun</td> <td data-bbox="419 421 1378 524"> <p>Official launch of Meeting Centre <i>Post AGM update: Fab day with music from HarryBassett, signing from Freya. Attended by Damian Hinds and the Thank you day team.</i></p> </td> </tr> <tr> <td data-bbox="217 524 419 627">2<sup>nd</sup> Jul</td> <td data-bbox="419 524 1378 627"> <p>Thank you day, 10-4pm <i>Post AGM update: successful event with 5 volunteers plus attendance from other dementia groups as well. Event to be repeated in 2024.</i></p> </td> </tr> <tr> <td data-bbox="217 627 419 730">5<sup>th</sup> Jul</td> <td data-bbox="419 627 1378 730"> <p>Meeting Centre opens <i>Post AGM update: First two days (Wed &amp; Fri) went well with good attendance</i></p> </td> </tr> <tr> <td data-bbox="217 730 419 810">12<sup>th</sup> Jul</td> <td data-bbox="419 730 1378 810"> <p>Enliven Project, New Forest <i>8 members have agreed to attend with 4 volunteers supporting</i></p> </td> </tr> <tr> <td data-bbox="217 810 419 913">13<sup>th</sup> Jul</td> <td data-bbox="419 810 1378 913"> <p>Dementia Awards <i>Deb and Karen attending on behalf of DFA. No members choosing to attend this year.</i></p> </td> </tr> <tr> <td data-bbox="217 913 419 1016">15<sup>th</sup> Jul</td> <td data-bbox="419 913 1378 1016"> <p>Town Park event / Forget me not walk <i>Planning a hoopla stall to complement the fair that will be there. Karen to check volunteer availability to help.</i></p> </td> </tr> <tr> <td data-bbox="217 1016 419 1057">17<sup>th</sup> Aug</td> <td data-bbox="419 1016 1378 1057"> <p>Forget me not Church Service (TBC)</p> </td> </tr> <tr> <td data-bbox="217 1057 419 1097">3<sup>rd</sup> Sep</td> <td data-bbox="419 1057 1378 1097"> <p>Aegeas Bowl Cricket day trip (TBC)</p> </td> </tr> <tr> <td data-bbox="217 1097 419 1137">10<sup>th</sup> Sep</td> <td data-bbox="419 1097 1378 1137"> <p>Surrey Symphonic (TBC)</p> </td> </tr> <tr> <td data-bbox="217 1137 419 1178">17<sup>th</sup> Sep</td> <td data-bbox="419 1137 1378 1178"> <p>Snowden Challenge (TBC)</p> </td> </tr> <tr> <td data-bbox="217 1178 419 1218">5<sup>th</sup> Oct</td> <td data-bbox="419 1178 1378 1218"> <p>Bovington Tank Museum day trip (TBC)</p> </td> </tr> <tr> <td data-bbox="217 1218 419 1240"></td> <td data-bbox="419 1218 1378 1240"></td> </tr> </table>	22 <sup>nd</sup> Jun	<p>Watercress Line Trip <i>Post AGM update: 31 attendees including 5 volunteers</i></p>	25 <sup>th</sup> Jun	<p>Victorian Cricket <i>Post AGM update: successful day delivered with help from 11 volunteers. Planning on being there next year too!</i></p>	30 <sup>th</sup> Jun	<p>Official launch of Meeting Centre <i>Post AGM update: Fab day with music from HarryBassett, signing from Freya. Attended by Damian Hinds and the Thank you day team.</i></p>	2 <sup>nd</sup> Jul	<p>Thank you day, 10-4pm <i>Post AGM update: successful event with 5 volunteers plus attendance from other dementia groups as well. Event to be repeated in 2024.</i></p>	5 <sup>th</sup> Jul	<p>Meeting Centre opens <i>Post AGM update: First two days (Wed &amp; Fri) went well with good attendance</i></p>	12 <sup>th</sup> Jul	<p>Enliven Project, New Forest <i>8 members have agreed to attend with 4 volunteers supporting</i></p>	13 <sup>th</sup> Jul	<p>Dementia Awards <i>Deb and Karen attending on behalf of DFA. No members choosing to attend this year.</i></p>	15 <sup>th</sup> Jul	<p>Town Park event / Forget me not walk <i>Planning a hoopla stall to complement the fair that will be there. Karen to check volunteer availability to help.</i></p>	17 <sup>th</sup> Aug	<p>Forget me not Church Service (TBC)</p>	3 <sup>rd</sup> Sep	<p>Aegeas Bowl Cricket day trip (TBC)</p>	10 <sup>th</sup> Sep	<p>Surrey Symphonic (TBC)</p>	17 <sup>th</sup> Sep	<p>Snowden Challenge (TBC)</p>	5 <sup>th</sup> Oct	<p>Bovington Tank Museum day trip (TBC)</p>			
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<p><b>9</b></p>	<p><b>Volunteer strategy: Recruitment, Induction, Training - update so far</b></p> <p>Discussed briefly and all agree we would benefit from new volunteers to joining us. Strategy to be determined.</p> <p>Also suggested that we should create an induction pack for new volunteers.</p>																													

<b>10</b>	<b>Update / Future planning / Intergenerational aspects for sessions / Work experience:</b>					
	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	? Explore 'open office' opportunity 10-1 every weekday ???					Monthly
	<b>AM</b> - 10.30-12.30 Creative and Curious Edgar Hall	<b>AM</b> No session	<b>AM</b> Memory café continues at ACC – rename Alton Meeting Centre from 5 <sup>th</sup> July.	<b>AM</b> PACE Project Walk 0930 Skittles etc 1030 - 1200	<b>AM</b> 10.30–1215 Music Café with optional fish & chip lunch.	11–3 Carer support sessions over lunch period – as per timetable
<b>PM</b> - 2-4 Sensory Garden	<b>PM</b> No session	Geoff Goodall is Meeting Centre Manager. Kat and Lianne seconded. Meeting Centre at Home – Livvy and Beth	<b>PM</b> Allotment from 1-4 pm from July 3 times a month plus Tea Dance and Legions.	<b>PM</b> Activity and exercise session. Date for Walking Football TBC.		
<b>11</b>	<b>Marketing – Plans for new branding. Newsletter &amp; distribution – list now updated plans for newsletter for July 2023 – KM to prepare for next week</b>					
	To be discussed at next meeting.					
<b>12</b>	<b>IT Review – overview of plans: Website / Facebook / Lamplight / new emails to come / photo policy / storage / GDPR – for August 2023 (as part of Meeting Centre roll out)</b>					
	To be discussed at next meeting.					
<b>13</b>	<b>AOB – None</b>					
<b>14</b>	<b>Date for next Open Meeting:</b> Monday 4 <sup>th</sup> September 16:15-18:00 at Edgar Hall					