



Minutes of Interim Meeting held at 23 Beavers Close – 13 April 2022

Purpose of Meeting: To agree roll-out of funding for FLOURISH project and review financial matters related to appointment of new treasurer

Present: Karen Murrell (KM), Josie Neeve (JN) (attended full meeting 1130- 1700) Janet Dunkley (JD) (1130 – 1500) Dione Watson(DW) (1400 – 1500) Mick Neeve (MN) (1500 – 1630)

1. Flourish

Grant timeline

Agreed start date end of April 2022 (Sunday 24/04, Tuesday 26th April)

JN to match dates to activities for Horticultural Therapy for Sunday and KM will put on website.

KM & Geoff Goodall (GG) to match dates to activities for Allotment activities
Schedule to be updated in 6 weekly intervals.

Warwick-Edinburgh Mental Well-being Scale (wemwbs)

Baseline from April completed

Bespoke Questionnaire to be completed. Draft has been sent in and approved. KM to prepare for future use.

2. Meeting Centre

KM has put together a plan with costings based on a full day Wednesday, Friday and at home, to start September – this will be reviewed with Dementia-friendly Hampshire and funding leads in a meeting next Tuesday. It proposes a Meeting Centre Coordinator position for transition period of June to September to be approved, which ? could be funded by EHDC – they have been asked. KM to update in a weeks' time..

It was agreed that currently we are at maximum saturation point with what we do, so if funding for Meeting centre as per plan is not forthcoming – we will cut back our volunteer contribution to make it more manageable – to be discussed at next main meeting in June. (Note: Carer Connections is pending funding, KM to submit grant application to EHDC in case Meeting centre funding doesn't happen).

3. All things Outdoor event – 14 May 2022

Agreed KM to take on the 10.30-11am talk slot, supported by JN engaging in activities relating to horticultural therapy (seed bombs) also showcasing a table of examples of STH activities we undertake.

JN also to hold activities at our Sensory Garden – making wild seed bombs
KM to liaise with ATC re the set up on the day to help plan the presentation.
Agreed to offer our Gardeners Cream, Twiddle Mitts, Hoops & Napkin Bottle Lights for sale.
Stand-manning schedule from 10-2pm to be agreed.

JM to research seeds and cost – this will be paid for from marketing part of FLOURISH money.

Agreed schedule of relevant activities in the run up to produce above items for sale:

20/4 Flower hoops

27/4 Decoupage bottles (KM to paint in advance)

4/5 Gardeners hand scrub

Plea to all to bring in clear bottles and pretty serviettes in the meanwhile

4. The Big Picnic – Jubilee Event – noon-3pm - 4 July 2022

Agreed to hold our Forget-Me-Not Walk at 11 o'clock before the lunch

Showcase the plans for the Butterfly Walk and Sensory Garden, progress so far ? maybe get people involved in helping and get people engaged -

Encourage members to bring their families along with a picnic

Aim to make ie Cheese & Chive Scones using ie Chives from our Allotment

Make Granola bars with fruit from allotment in one of our sessions we can also share/eat together. We now have some mixing bowls and baking tools. KM to check with Peter at Community centre if we can make / bake these on Wednesday before the event

5. Accounts – DW now in attendance

Dione Watson was introduced as a new volunteer who has taken on role of Treasurer from 1st April 2022. Following the handover from KM, DW had already been to work and compiled spreadsheets outlining where we are at present and budgets to be used going forward.

We are pleased to now have accountability and agreed that DW should be both Joint Signatory on the Bank Account with KM and have online access to the account – KM/DW currently completing paperwork with Santander to sort this.

DW to track and identify monies both in and out of the various Grant pots.

JD to add DW to website and seek Volunteer profile.

New email for accounts matters: dementiafriendlyacs@gmail.com

Once DW has full online access to manage the account, invoices for ongoing / agreed services can be sent to DW for payment and record-keeping. One off and new services will need to be sent to KM for agreement before being paid.

6. Grants / Funding

No Wrong Door – FLOURISH

Carer / Support

£3,000 for 50 weeks pa Carer time @ £10ph: 3h pw for Sensory Garden and Allotment each.

MN to invoice £30 for the 3 hours pw ensuring identifying what invoice for (ie horticulture/music)

GG also to invoice accordingly

Admin/Marketing

£2,400 allocated for assessment, forms, data etc.- we could use some of this for seed bomb activity in town park – as it's a marketing exercise.

Catering

£60 pcm per month is agreed as part of bid: so

£40 pcm for Sundays (JN)

£20 pcm for Allotment / Squash for kids etc (GG) -

It was noted that going forward members should be encouraged to pay for their own refreshments, also taking advantage of our 10% discount from Acorns.

Gardening

£880pa for plants; £440 each for Sensory Garden/Horticulture and for the Allotment.

JN to liaise with ALFI for spare seeds/plants

JD suggested we ask for voluntary donations for specific things....

JN to research RHS and local garden centres for discounts/donations

DN to research Amazon Wish List and how to set it up.

ATC Councillors Grants

£7,400 pa is needed to extend into Fridays; funding will be needed for Musicians, Dementia Friendly Walk, Room Costs, Tea & Coffee. Positive response received to KM request and funds are trickling in. KM to then consolidate and write to Council, we are hopeful for £3,000 funding.

In addition, KM to write out a Bid for Carer Connections, working in collaboration with Andover Mind supporting the carers (Josie and new volunteer John). Andover Mind will be supporting carers in Alton on the first Monday of the month regularly.

Meeting scheduled for 27 May with Sharon Walsh from Andover Mind at 10.30am – so that we can explore what we are all focussing on.

All being well, Carer Connections would start 10 June 2022.

Post Code Lottery

Having missed the end-March deadline but will try again end-April for music-based activities – to ? top up the shortfall from the request to EHDC councillors – this would work well as it would almost be matched funding in that way

Screwfix

There has to be a 3-year gap before we can re-apply so b/f to July 2024.

Allen Lane

£15,000 available.

JN preparing aims/outcomes. To be submitted in June for hopeful success in September.

£9k for safe flooring for the Sensory Garden

£2k for the Wow! Bench

£4k for plants around the Park

JN & KM to collaborate re fine-tuning before submission.

KM to send JN flooring quote / JN to send KM Butterfly Walk details

Heritage Fund

£3,000-£240,000 available.

Agreed to ask for funds for activities also asked for to Allen Lane (in hope we may get one or the other) – stating aim for a safer environment and to improve on what we achieved last year.

Possibly apply for our own Horticultural Park Ranger. KM to submit.

KM and JN hoping to attend webinar on how to apply for grant on 21 April from 10-12noon.

7. AOB – whilst JD and DW still in attendance.

JD to follow up on Volunteer profiles.

KM to decide upon final T-Shirt options and make order once JD has given summary.

Consider asking for voluntary donations from members attending, should Meeting Centre not go ahead to help with funds – DW will explore options to make it easier for people to make donations

8. MN arrived for final section of meeting and continued with KM & JN – Butterfly Walk plan

Email from ATC re park rangers works / support in park reviewed to agreed best way forward, and it was agreed that we would meet at park on Easter Sunday at 1300 to look at initial work to be undertaken and MN & GG would transplant those plants required to make way for the new plants. This would be done as soon as they could manage it and they could be paid for this as part of the FLOURISH gardening time – maximum of 6 hours each.

Meeting with Jonah the Bench maker set for 1400 on Easter Sunday.

9. Further consideration of grants document

JN shared the document from Basingstoke Voluntary Action that outlined other useful funding streams – the group reviewed this and agreed to pursue as follows:

Barchester Healthcare Foundation 5K – Decided that we would ask for resources to support sensory garden and art / craft activities in our open space meetings – ie Plants and art material for Butterfly walk art trail - ? 3.5K. Plus ? visits to other gardens for our members – x 3 in a year (May / June / Sept) – Approx £500.00 per visit for mini bus and other costs (1.5K) - **JD** – to check out website and make a start.

Hall and Woodhouse Community Chest 4K – to ask for 1K for gardening equipment for sensory garden and 3K for furniture / kettle etc for allotment - **KM** to attempt to complete asap on line over Easter – may pass onto **JD** if its too extensive to complete

Persimmon Community Champions 1K – to ask for money for crafts / plants – via quick online form - **KM** to do over Easter

Shanly Foundation ? several thousand sometimes?? To ask for payment of flooring for sensory garden to improve access to the garden for all – we have a quote for £8,772.00 – **JD** to check out guidelines and online application form and progress.

St Judes Trust – 2K – KM to send letter asking for support to the tune of £2K over the Easter weekend – in time for their May meeting

**Meeting ended at 1630 – minutes to be circulated to rest of Dementia volunteer team, for update ahead of next meeting. Currently scheduled for 8th June, but may need to have a meeting in early May if there are significant matters to discuss for: 1) Meeting Centre
2) May 14th event, 3) Dementia Action Week .**