



Dementia Action Group Meeting Minutes
Monday 2 March 2020 from 1700 - 1915 – Brendoncare
Updated to reflect current situation for DFA (5/04/2020)

Item	Discussion / Agreement	Action
1	<p>Welcome / New members / Present / Apologies Welcome to Janet Graham, new member of staff at Brendoncare for community liaison. Thanks to Janet for organizing the refreshments for event as usual. Present: Karen Murrell, Sarah Gardner, Judy Aiken, Anne Heath, Kate Crosswell, Janet Graham, Marina Fielder Apologies: Dids St John, Stephanie Gardiner</p>	
2	<p>Notes of last meeting: Agreed Matters arising: - Constitution and membership – the constitution agreed at last meeting is now uploaded onto the website and can be referred to by anyone pursuing and grant funding. We now have ten members of committee and have agreed that we need at least four present at meeting to make decisions. Theatre Trip – Planned trip to Shrek in Aldershot has been cancelled as there were not enough people interested in attending on this occasion.</p>	
3	<p>Friends session / Champions training / Plans for Dementia Action Week & Demfest ? Friends / awareness session booked Alton Rotary at 8pm on Thursday 23rd April - to be delivered by Sarah May be postponed till later in year The Club has donated £280.00 to our funds to go towards the next two print runs (April and July 2020) – appropriate thanks and logo to be added to newsletter Bluebird Care have requested a friends session – Karen to agree a date = To be held later in the year No champions training booked at present – but Karen will attend Champion update at Wokingham on 26th March Cancelled. Dementia Action Week – Usual activities will be happening from Mon – Thursday that week as per calendar, and also planning to attend Demfest at Petersfield on 15th May has been cancelled alongside all activities for Dementia Action Week . Suggestion to develop a video of clips from all our clubs cafes so that this can be posted on website and used when we have events – to have a good visual of our activity – to explore with Alton College if some students can help to produce this Contact made but college and activities currently not able to progress this</p>	<p style="text-align: center;">Sarah G</p> <p style="text-align: center;">Karen M</p> <p style="text-align: center;">Karen M</p> <p style="text-align: center;">Karen M</p> <p style="text-align: center;">Karen & Sarah</p> <p style="text-align: center;">Karen M</p>
4	<p>Newsletter – next one due in April 2020 – part of draft tabled for comment – Thanks for recent cash donations and changes /promotion of Smile & Share and Lounges at the Lawn to be included. Whilst funding secured for</p>	<p style="text-align: center;">Karen & Janet</p>



	<p>next two print runs, Anne to ask local estate agents if they would sponsor printing of future editions in if we publicise this and use their logo. Shorter newsletter circulated via social media due to COVID 19 restrictions on movement – 150 copies left at Sainsburys</p> <p>Website, facebook & Admin – continue to be updated by Dids and Karen/Sarah – due to insufficient volunteer time it is becoming more difficult to keep these up to date as well as all the admin – to explore use of a minimum amount of ‘paid for’ admin services from June 2020 to ensure that records and communication strategies are more effectively maintained.</p>	<p>Anne H</p> <p>Dids Karen & Sarah</p> <p>Karen M</p>																																																				
<p>5</p>	<p>Finance – Current balance is £2,612.33 – a healthier balance than anticipated due to an EHDC grant of £1,000.00 to support Memory Café. Due to amount of activity we now support – current costs of running DFA are high – we now need to review costs associated with current clubs & formulate a plan for fund raising –</p> <p>Minimum (current) projected costs for 2020/21 as follows:</p> <table border="0"> <tr> <td>Printing of flyers / newsletters</td> <td>£1,000.00</td> </tr> <tr> <td>Hearts and Minds (To explore further cost savings)</td> <td>£2,500.00</td> </tr> <tr> <td>Wishing Well (Cost will need to be reduced by more than 50%)</td> <td>£3,500.00</td> </tr> <tr> <td>Memory Lane Café</td> <td>£1,200.00</td> </tr> <tr> <td>Thursday Clubs</td> <td>£1,000.00</td> </tr> <tr> <td>Memory Lane Singing</td> <td>£2,000.00</td> </tr> <tr> <td>Insurance / Misc</td> <td>£800.00</td> </tr> <tr> <td>Total</td> <td>£12,000.00</td> </tr> </table> <p>Current funding streams planned / being explored:</p> <table border="0"> <tr> <td>EHDC Council Grants</td> <td>Given £1,000.00</td> <td>Karen</td> </tr> <tr> <td></td> <td>Reapplied April £1,700.00</td> <td>Karen</td> </tr> <tr> <td>Santander Matched funding</td> <td>£900.00</td> <td>Karen</td> </tr> <tr> <td>Coop – community grant for wishing well</td> <td>£960.00</td> <td>Karen</td> </tr> <tr> <td>Post code Lottery ? August 2020</td> <td>£2,000.00</td> <td>Sarah</td> </tr> <tr> <td>Beer Festival</td> <td>£600.00</td> <td></td> </tr> <tr> <td>Tesco</td> <td>£ ??</td> <td></td> </tr> <tr> <td>Rotary</td> <td>£260.00</td> <td>All</td> </tr> <tr> <td>FMN Walk ? Sept 2020</td> <td>£1,500.00</td> <td>All</td> </tr> <tr> <td>At the Hop event & raffle ? Sept 2020</td> <td>£1,000.00</td> <td></td> </tr> <tr> <td>Waitrose - no more funding till 2021</td> <td></td> <td></td> </tr> <tr> <td>Total around £10,000.00 plus any other donations</td> <td></td> <td>ALL</td> </tr> </table> <p>Therefore in order to continue with current dementia – friendly activity we urgently need to explore further income opportunities and/or find ways to reduce / re-negotiate current costs – to review situation at AGM in June 2020 - I do hope we can still hold this subject to Govt recommendations on public movement</p>	Printing of flyers / newsletters	£1,000.00	Hearts and Minds (To explore further cost savings)	£2,500.00	Wishing Well (Cost will need to be reduced by more than 50%)	£3,500.00	Memory Lane Café	£1,200.00	Thursday Clubs	£1,000.00	Memory Lane Singing	£2,000.00	Insurance / Misc	£800.00	Total	£12,000.00	EHDC Council Grants	Given £1,000.00	Karen		Reapplied April £1,700.00	Karen	Santander Matched funding	£900.00	Karen	Coop – community grant for wishing well	£960.00	Karen	Post code Lottery ? August 2020	£2,000.00	Sarah	Beer Festival	£600.00		Tesco	£ ??		Rotary	£260.00	All	FMN Walk ? Sept 2020	£1,500.00	All	At the Hop event & raffle ? Sept 2020	£1,000.00		Waitrose - no more funding till 2021			Total around £10,000.00 plus any other donations		ALL	<p>Karen</p> <p>Karen</p> <p>Karen</p> <p>Karen</p> <p>Sarah</p> <p>All</p> <p>All</p> <p>ALL</p>
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6	<p>Events 2020 – VE Day celebrations 8th May –Street party at Brendoncare and activity at British Legion / Anstey Park – now cancelled</p> <p>Party in the Park 13th June - Postponed until next year 12th June 2021 – Same theme = Need to think of an activity that’s Space related and see who is free nearer the time. The Lions may put on a smaller event in the park later in year if there is an opportunity to do so.</p> <p>Community Day 20th June – Cancelled</p> <p>‘At the Hop’ – Birthday Fundraiser – 26th June - To cancel and reschedule for ? 11 Sept - As a joint fundraiser with Brendoncare – hosting an Elvis Tribute night with disco at the Legion from 7 for 7.30 start. Tickets ? £12.00 a head to include Ploughmans supper. To ask Tanya in Wildly Upbeat re ticket printing and selling? We could have up to 22 tables with 8 around each table – Karen/ Sarah to check this out at next Legion in July prior to getting tickets printed and out. Publicity to be ready by July for the Charity Fundraiser on at Legion. Karen will start to collect stuff to dress the tables. All to be discussed at June meeting.</p> <p>Victorian Cricket – 28th June – We would have a table at this event for the first time – But now cancelled – not sure yet of there will be another date</p> <p>Bus Rally – date was 19th July = now cancelled</p> <p>Forget me not walk – Due to many requests we have decided to repeat Forget-me-not walk for 2020, although as parking is difficult at Sports Centre considering relocating to the Town Park and ? better to look at doing this in Sept – date TBC. We can use the Town park and mark out a 1 km route and then prepare paperwork for distribution ? in June/July. ? use bandstand for teas and music / ask Paul to perform if possible. We are no longer attending / planning Coastal Walk in June.</p>	<p>Karen M</p> <p>Karen M</p> <p>Karen / Sarah</p> <p>Karen to liaise with Council, Paul and prep docs</p>
7	<p>Forget-me-not Church Service – we will be organizing next year with the Church and church hall. Kate Dando and her family will continue to do the raffle. Date agreed is Tuesday 19th August – at the moment this is still going ahead – will review situation in June 2020. Need to check with Rev Rachel Sturt and the hall. Volunteers for teas & sell crafts etc will be needed. Review June</p>	<p>Karen to finalise date</p>
8	<p>Hearts and Minds - remains twice a month – numbers slowly increasing – choir element very popular – currently closed - ? to resume in July 2020. Have re-applied for funding to support.</p> <p>Smile and Share – Currently closed ? restart as ? a Saturday club from September. TBC</p> <p>Wishing well successfully relocated to Borovere In Jan 2020 to increase number of people benefitting from this resource – currently closed – to reopen when govt advice</p>	

	<p>allows and/ or may have a therapy session outside of Borovery if that can happen sooner. Once re-established at Borovery – Karen the manager has agreed to share the cost of the therapy with DFA</p> <p>Memory Lane café – very busy every Wednesday to continue into 2020 – currently closed - ? to reopen July 2020 – funding for the year secured from EHDC councilor grant</p> <p>Legions legends – very successful with many attending – to continue 2nd Thursday each month – currently closed ? restart in July. Have re-applied for funding to support all Legion activities.</p> <p>Tea Dance – numbers still a bit low – but there is a regular following especially now attended by Borovery – to continue one thursday a month into 2020 (especially as we have attendees from Basingstoke and Farnham where no dances are available) next dance 23 July (TBC)</p> <p>Memory Lane singing – up to 3 times a month in 2020 Currently closed – hope to restart in June / July 2020 – TBC</p>	
9	<p>New Activities - Scrapbooks – Most of the clubs have a scrapbook for their events. Judy working on one for the Tea dance so that they can all be up to date and ready to view later in the year.</p> <p>Resources for clubs – Have purchased resource books to be used at clubs - currently being viewed by Marina</p> <p>Local guide / support for funding application – Gill Neave – local carer and campaigner for support with healthcare funding currently completing training for this support role and is happy to signpost people locally. Karen to liaise with Gill to re promoting her service - Gill was booked for May – by due to current restrictions this will probably be moved to Sept 2020 – Karen to liaise</p>	<p>Judy</p> <p>Karen</p> <p>Karen</p>
10	<p>Calendar photos – we need to check quality of photos for events at next meeting in prep for calendar</p>	ALL
11	<p>Events for 2021 to be discussed at Sept meeting</p>	ALL
12	<p>AOB</p> <p>Holyboure theatre performance of Evacuues 6/13th June – would've been a good show for some of groups to attend – but unfortunately now cancelled</p> <p>Dementia Bus – training event at Brendoncare on 20th March – many volunteers were allocated places to attend this - unfortunately event was postponed – new date TBC</p>	<p>Karen to check with Brendoncare</p>
12	<p>Dates for 2020 –, 8th June, 7th Sept, 7th Dec – all from 5-7 pm at Brendoncare NB we may not be able to meet at Brendoncare for AGM in June – will advise nearer the time.</p>	<p>Janet to book room</p>