



Dedicated to giving practical and emotional support to all in the Debenham area who care for those with dementia.

Minutes of the meeting of the Trustees of The Debenham Project held on Friday 25th March 2011 at 7.30pm at Bleak House, Debenham.

Present Lynden Jackson (Chairman), Roger Cockerton, Michael Rouse, Gillian Shacklock, Dr. Paddy Fielder and Mary Morley (Minutes secretary)

Apologies There were no apologies.

Minutes of the previous meeting. These were agreed and passed.

Admin. and Trust Policy.

- a. It was agreed that meetings of the Trustees would be held twice a year unless a member decides that there is a matter requiring the Trustees attention. Steering Group meetings will be held one month after Trustee meetings.
- b. POVA and Safeguarding policy. The number of people requiring a CRB check is to be reduced by the government. There are a limited number of people requiring checks within the project as generally people are with carers or not alone with vulnerable adults. Age UK and the Church pay for those involved with their activities. The policy will be adjusted to account for these changes and cover only those who have regular, unsupervised, face to face contact with vulnerable individuals.
- c. There have been two submissions made to SCC consultations.
 - 1 Concerned with the closing and selling of residential care establishments. The reply received following the submission was not noteworthy but was followed up by further correspondence from Lynden regarding the financial pressure for housing associations to move towards much larger care schemes. To date there has been no response to this correspondence.
 - 2 Concerned with the funding cut-backs in the rural library service. The Library which has been very good to the Project and is now under threat of closure. It is important that not all rural services are cut and the library benefits all the community, including the elderly frail.

Consideration of general progress on current and near- term objectives.

- a. Activities are established and things are moving on steadily. The new dementia clinic has just commenced and Gillian reported that, on the whole, the first one went well. Some fine-tuning of the balance between consultation and drop-in will be required.
- b. Carer liaison is working well. Sam Cage will be away for a month but her duties will be covered in her absence.
- c. All the speakers who came to the education and awareness evenings were pleased to have been asked. The evenings were not over well attended but it was decided that if they were held again they would follow the same or similar format. It was suggested that people could be asked who they would be interested in hearing at such evenings and that other groups, such local GP practices could be invited to attend.
- d. New volunteers are still coming forward. The number of clients is stable but there is the need for a continuation of referrals, particularly from the GP practice but it was noted that the practice is currently going through a time of great upheaval.
- e. It is considered important that a GP is part of the multi-disciplinary team at Dove Cottage.
- f. After some initial difficulties with the set-up of the carers co-operative it was recognised that the format of it may have to change. This would probably involve establishing a "network" of professional carers for a

period of a few years where registered, self-employed carers were commissioned by the Project. The Project would cover the cost of insurance, CRB checks, and refresher training. Each client would have a primary and a back-up carer with whom they were familiar. The client would be invoiced by the Debenham Project and the carer would invoice the Project. There are currently 4 or 5 carers interested in the scheme.

- g. Respite support is being provided as required by referring clients on to organisations such as Suffolk Family Carers, Age UK, and The Alzheimers Association.
- h. At a meeting of the Food & Friends Organisers the need for befriending aged and lonely people was raised. This is not within the remit of the Project but has been taken to Age UK and the possibility of a system being organised with involvement of St. Mary's Church and the URC also, is being pursued. The Project would be prepared to support/sponsor this but not take on any responsibility or organisation. This would be a low cost commitment.

The provision of chair-based exercises at Coopersfield and/or the Leisure Centre is being looked into. The Leisure Centre would organise the sessions with support from the Project.

Publicity, presentations and discussions.

- a. There have been four new leaflets produced. Two of these, dealing with the Carers Co-operative, now need withdrawing for amendment. The other two are concerned with the new clinic and "where to find out about..."
- b. Richard Blackwell is in the process of producing a booklet about the Project; providing a short history, what the project does, who's who, and the future of the Project. This should prove useful for GP Practice Managers.
- c. There is the need to roll out the Project's aims and ideas at a seminar. This should be held in the autumn at the Community Centre with local communities from Eye, Framlingham, Halesworth etc. being invited to attend.
- d. Lynden spoke about the Project at the meeting at Westminster and stressed the need for solutions in rural areas where the elderly are in the majority in the population. The general impression gained was that the Project was seen as a brilliant idea. Relationships are now being developed with Lord Best, Baroness Greengross and the Hanover Housing Association. It was suggested that John Gummer might also be a useful and supportive contact.
- e. It had come to Lynden's attention that recently an outreach worker had been asked to give a talk about The Debenham Project at a NHS East / Alzheimer's Society conference but no-one from the Project had been invited to contribute. Lynden is to follow this up.
- f. Support was given for the submission of the paper "The Vision for Caring" for publication in a specialist journal such as the BMJ, The Journal of the Royal Society of Medicine or a Caring Magazine.
- g. Further publicity was discussed briefly.

Consideration of the financial position and funding prospects.

- a. Accounts were presented and run through by Roger Cockerton. A need to defer significant funds to next year to match the planned expenditure was identified.
- b. Insurance is due for renewal shortly and a quote at the same price as last year has been received. Payment agreed.
- c. Funding will be made available to purchase a portable examination couch and a wheel chair for use in Dove Cottage at the clinic sessions.
- d. Finances are secure for the next two years but as the Debenham Project falls under the umbrella of 'Adult Social Care' it is felt that it should be "commissioned" to do the work on the basis of a fixed amount per annum and not have to spend time repeatedly bidding for funds. Discussions with the Director of Adult Social Care will be pursued to this end. It was suggested that The John Lewis Foundation could be approached for development funding but it was recognised that core funding needs to be guaranteed.
- e. Additional funding of £11,000 has been awarded but it is dependent on the church providing £4,000 This is to improve the facilities and access for disabled persons, and to upgrade the kitchen facilities at Dove Cottage. Part of the grant has also been earmarked for the project's office equipment. The money is received after invoices for work done have been presented.
- f. A bid has been submitted to The Suffolk Foundation for training and administration costs. The bid is for receipt of £4,000 pa. over a period of three years.
- g. The Business Development Officer for Suffolk County Council is keen on the Project and would like to 'spread the word' in order to change the way that social care and health care are handled. He also has contacts to various funds.

Consideration of progress towards long term (Vision of Caring) objectives.

- a. A project team has been set up since the last meeting consisting of representatives from SCC, the Local District Council, the PCT and the Debenham Project. Meetings have not been particularly satisfying which is probably as a result of the difficult times for some of the members in the current climate of uncertainty.

- b. Orbit Housing have been in discussions with Lynden and they are very interested in being part of the project as it fits in with their strategy.
- c. The Sue Ryder Foundation cannot provide direct funding but are willing to provide training at reasonable rates, provide back-office support and help with fund-raising.
- d. Hanover Housing are interested in the concept of The Debenham Project and Lynden and Gillian have been invited to Milton Keynes for a meeting with them. To date this association has only been involved with very large projects.
- e. Contact has been made with Havebury Housing which is a local association.
- f. The need to put forward a Business Vision was highlighted. As hospitals are costly establishments for individuals to stay and therefore expensive places for a GP's patients, the advantages of discharge home and commissioning of care from the Debenham Project should be emphasised.
- g. The Interim Director of Adult and Communities is due to meet with Lynden on 21st April to "talk about things".

Any Other Business

- a. Dr. Fielder suggested it might be advantageous to ask John Gummer to become a Patron of the Project as he could open doors and has a good history of getting things done. Lynden will follow this up at a later date.
- b. Mike Rouse requested a general idea of numbers for the summer garden events in order to facilitate planning.

Date of Next Meeting

A date will be arranged in October this year.

The meeting closed at approx.. 9.30pm.