



Minutes of a Joint Meeting of The Trustees and Steering Group **Of** **The Debenham Project.**

A joint meeting was held on Thursday 28th April 2022 at 7.30pm in Dove Cottage.

1. Attendance and Apologies.

Present: Paddy Fielder (Chairperson), Lynden Jackson, Sue Jackson, Mike Rouse, Roger Cockerton, Peter Holme, Joy Walton and Mary Morley.

Apologies: These were received from Richard Blackwell and Gillian Shacklock.

Paddy welcomed everyone and opened the meeting.

Paddy then offered sincere thanks from everyone to Sue and Lynden for all their hard work during the past two years under extremely difficult circumstances.

2. Matters Arising from the Minutes of the Previous Meeting.

Actions. Joy will follow up on items previously discussed now that social mixing restrictions have eased.

Current Financial Position and General Funding Prospects. Peter reported that his evaluation of the heating system had shown that the current system is adequate.

Future Developments. The Fit Club successfully went on line during lockdown.

The minutes of the previous meeting were then approved.

3. Review of The Past Two Years.

Lynden ran through the Impact Statements and Highlights and Lowlights saying that the main problem and difficulty was keeping contact with everyone.

Aug/Sept 2021. It was possible to restart the Carers and Fit-Clubs, transport and Joy's Lunch Club. Broadly, The Project is now operating at about 50% of previous numbers.

2021/2022. Professional Outreach Aspect. The Project has been active in developing pro-action in The Dementia Action Partnership. The Debenham Project was asked to contribute to the 6th edition of the textbook 'Community Work'.

The University of Suffolk Research Project Final Report has been completed and the next stage is to disseminate the information to the stakeholders; CCG, Social Care etc. for comment.

Highlights and Lowlights. The Project has survived but there is still a reluctance for some people to partake in group activities.

The financial status is largely as it was pre-2020. This is in part due to few overheads and continued donations.

An on-line package was developed for people to dip into offering relaxation, music, bird song etc.

Cameo has not been able to restart yet for three main reasons: - Unable to get 10 participants which is the minimum number needed to be viable, Peter's ill health and that there is no-one to deputise if Peter is not there.

There are still many people registered with the surgery who have a dementia diagnosis. The system of referrals has failed recently and the issue of low referrals needs to be addressed.

The Suffolk based organisation Dementia Together is now under the umbrella of The Alzheimer's Society rather than Sue Ryder. The Project now needs to create a new relationship with The Alzheimer's Society.

It is estimated that it will be the end of 2022 before The Project is back to the way it was pre-2020.

4. **Planning for the Future.** Is The Project to stay the same or adopt a different format going forward? We need to plan for the future when Lynden and Sue are not able to continue in the way they do currently.

The Project currently offers – The info' café which is a core activity.

Fit Club which is held weekly and open to anyone, not just dementia sufferers & their carers

Transport, also fully inclusive.

One - to - one help. This doesn't formally exist but is still used and there are still a lot of calls.

Telephone Advice. This is important for maintaining contacts.

Lunch Clubs. Joy's is currently the only lunch club running although there are hopes for re-starting the one at Coopersfield. Joy suggested the current model should be used for future lunch clubs.

It was felt that keeping the informality of The Project is important.

Recruitment. There were discussions on how to recruit volunteers to become organisers of the activities already in place. The following ideas were suggested: Using the Parish Magazine and the Debenham Facebook page, Information on the website about volunteering, contacting local businesses to see if they would include us in their information for upcoming retirees and a leaflet drop to all houses in the village once we know who/what is required to run activities in the future. The Project will be represented with a stall at the forthcoming Deb Fest on June 11th. This could be used as an opportunity to get younger people involved. Involving school age children has been problematic in that school hours are fully taken with curriculum and this is the time that most Project activities take place. Younger couples tend to both be in employment leaving little time for volunteering. It was suggested that there might be younger retired people who have moved to the village area who could become involved. Joy would be happy to talk to people about lunch clubs and what they involve.

Communication. The website is looking tired and needs an uplift to make it look more exciting.

The booklet is being revised and updated by Richard and the same is required of the leaflets.

It was agreed that involving Project participants in the process of future developments was a good idea as some are very good ambassadors for The Project.

Once the way forward has been decided it was suggested that a public meeting be held in a similar way to at the inception of The Project.

The idea of recruiting a volunteer Communicator to ensure that information is distributed through as many avenues as possible was suggested.

Jan Romaniszyn is now acting in a liaison capacity.

Organisation. Lynden suggested meeting every three months in order to pool ideas and refine actions with the aim of revitalisation. We should aim for completion of a new image by the end of this year or beginning of 2023 ready for presentation at a public meeting.

Technology. Chris will contact people regarding obtaining a quote for re-vamping the website.

Finances. The finances are in a good position therefore spending can be made on investing in the future. For example on purchasing new laptops.

5. **Action Plan.** Lynden will send out a paragraph to The Trustees and Steering Group outlining areas for discussion. These are likely to be Actions (what to do), Communication (how), technology and an Action Plan. On receipt of all the responses Paddy and Lynden will organise an agenda for the next meeting. It was agreed that the next meeting will be on a Thursday evening in July. Members were asked to contact Mary as soon as possible with their availability on these dates so that the meeting can be confirmed and the cottage booked.
6. **A.O.B.** Sue thanked Lynden for taking over many of her tasks while she has been unable to carry them out. She also wished to record her thanks to all the volunteers. Everyone present again thanked Lynden and Sue for all their hard work and were very pleased to see Sue back again.

It was confirmed that Cameo Club members are welcome to attend the Garden Party on 25th June.

Joy reported that this year's visit to The Hut at Felixstowe is going ahead. Posters have gone out to Fit Club and Carers.

Roger told us that it is necessary for The Project to change its name as the full registered name is not on the cheque book and is too long to fit on it.

Joy distributed leaflets from Unison and The Labour party regarding pay and conditions within Care Services.

Mary suggested bidding for donations from Yeo Valley who run a charity scheme for small local charities around the country. She will discuss this further with Lynden.

Tammy King who runs Simply Stylish and Ruby and the Angel in the village is running part of The Thames Path in September with sponsorship via her Just Giving page going to The Debenham Project. £245 has been donated to date.

Paddy thanked everyone for attending and closed the meeting at 9.00pm.

