

## Summarised Minutes of the Board Meeting held on the 29<sup>th</sup> July 2011

1. Present: Yvonne Wardrop (YW) Vice Chair, Ann R Crawford (ARC), John Crowter-Jones (JCJ), Margaret Coles (MC), Jean Daley (JD), Tony Langmead (TL), Gillie Newcombe (GN), Margaret Woolacott (MW). Sally Lougher (SL) taking the minutes. Carol McCormack-Hole (CMH) (Barnstaple member). Apologies were received from John Stedman (JS) Treasurer Cliff Bell (CB). CMH was welcomed to the meeting as a possible co-optee to the Board.
2. Minutes of the 24<sup>th</sup> June – approved.
3. Matters Arising:
  - i) Funding Group – report from Ken Crawford (KC): Suggestion that two new domain names be purchased. Agreed.
  - ii) Feedback from Meetings:
    - a) Funding Sub-Group: KC updated the Board on the funding applications. Board agreed to the group's current ideas.
    - b) Exeter Group: GN attended and a report had been previously circulated.
    - c) Fusion Board and Steering Group: GN reported on this. CRB checks to be carried out on all Directors. Groups be advised to do their own for members attending Memory Cafes or going into Care Homes.
  - iii) AGM Speakers: Possibly from DWP – YW following up or Saga (TL) and Plymouth University (MC).
  - iv) Annual Report: To be done by mid August.
  - v) Policies: SL will send a draft of the Equality and Diversity Policy to those Directors who have not had it.
  - vi) Administrator's title: Agreed to be changed to Executive Administrator.
  - vii) Chain of Office: TL to follow up.
  - viii) Payments Council re stopping of cheques: YW received a thank you letter from the Payments Council. Agreed that this to be placed in the Newsletter and in the press.
4. LINK: Member of LINK to be asked to address the Board on LINK's progress and how we can support each other. YW and TL to go to LINK AGM in August.
5. Letter from Ivybridge member: Agreed that a meeting with branch Executives and Directors will be held on 16<sup>th</sup> September to discuss ideas put forward by the Board and the Ivybridge member.
6. Relationships and Partnerships: Feedback from Fusion Consortium Monitoring Meeting – discussed under item 3 (ii)(c).
7. Group Update: Tiverton and Ivybridge struggling. To be discussed at the next Board meeting and on the 16<sup>th</sup> September.
8. Development Update: Report circulated from Tim Hall.
9. Parish Councils Funding Idea: Suggestion from member that groups approach their Parish Councils for some funding. Groups would need to send in financial statements and ask for a grant for a specific issue. Agreed and the Funding Group to be informed.
10. Care Homes: CB is looking at Care Homes in Scotland and struggling Cornish ones on behalf of the government. GN has drawn up a check list to use and will be available on the website at a later date. JCJ wanted it placed on record that the organization should contribute to the enquiry held by Imelda Redman – Chief Executive for Care UK – chairman appointed by the Cabinet to look into the care in the UK. A letter to go to IR informing her of our record of work. First piece of Joint Engagement Work is looking at Care Homes for the CQC.
11. Finance Update: Accounts sent to auditors. Branches to receive directions on current finances and their funding.
12. AOB
  - i) SL attended Ivybridge's AGM in place of GN. MC to follow up setting up a group in Pathfinder Village.
  - ii) Board member inductions: BJ offered to do this. Agreed that BJ be formally asked.
  - iii) Mid Devon Dementia Day: Very successful and thanks to KC for producing the report of the day.

- iv) Teignmouth Care Home Dementia Patient: Health and Social Care issue to be taken up by sub-group.
- v) Dentists in Seaton: GN will write reinforcing Seaton's stance.
- vi) Joseph Rowntree - Better Outcomes for Older People: No mention of SCfD. GN to write to say we exist and ask that we be consulted in future.
- vii) Attendance at Meetings: GN raised the issue of SCfD members going to meetings or contacting people on behalf of the Senior Council for Devon. Board should know about all these attendances at meetings. SL asked all Board members to send in weekly diaries of meetings they are attending as this can now count towards our Joint Engagement Work.

13. Dates of future meetings: 19<sup>th</sup> August, 30<sup>th</sup> September, 28<sup>th</sup> October, 25<sup>th</sup> November, 16<sup>th</sup> December 2011.