

Report to	Calne Area Board
Date of Meeting	19 <sup>th</sup> September 2017
Title of Report	Calne Dementia Friends Steering group update/recommendations

## Purpose of Report:

To ask the area board:

- To note the discussions and actions recorded at the Dementia Friends steering group meeting held on 1<sup>st</sup> June 2017**

- The Calne Dementia Friends steering group met at Calne Community Hub and Library on 1<sup>st</sup> June 2017. The following notes and action points were recorded at the meeting and have been acknowledged as an accurate record by all present:



## Calne Dementia Friends Steering Group

Harris Room, Calne Community Hub

**1<sup>st</sup> June 2017**

Notes taken by Jane Vaughan

NOTES
<b>1. Apologies:</b> None received
<b>2. Attendees:</b> Christine Crisp, Diane Gooch, Andrew Day, Trudy King, Jane Vaughan, Stephanie Coulson
<b>3. Open Discussion:</b> Following the completion of the first year of a Dementia Action Alliance in the Calne Community Area the group decided it wished to use this meeting to discuss the future arrangement and direction of the steering group: <ul style="list-style-type: none"><li>CC outlined some of the key achievements and it was agreed that it had been a successful year.</li></ul>

- Thanks were expressed to the volunteers who manned the information display stand and 'coffee morning' in the Hub on the Duck Race day.
- Thanks also to Beth Henly for providing cakes for Duck Race day.
- Thanks were expressed to Trudy King for creating the Dementia Awareness display for DA week and for making cakes for the Open Friends Sessions and DAA meeting.
- Thanks also to Sue Peskit for co-ordinating and producing sensory muffs for the DAA to donate to local people. There was a discussion about how the muffs etc. could best be distributed. SC reported that she knew of several people already who would benefit from receiving one and links with others who had links to others. The group asked Steph to take a few muffs away with her to test out with her contacts. It was decided that there should not be an emphasis on selling the muffs, but that, if asked, Steph should say that a voluntary donation could be made. – Donations received would be discussed with Sue, but it was suggested that they should be given to the Calne Memory Club or be reinvested in the creation of more muffs/blankets etc.
- It was felt that one drawback of the year was that, as a result of the enthusiasm and innovative approach of the steering group, the Action plan had become quite unwieldy and using that as an ongoing agenda for the group was no longer helpful leading to lengthy meetings and daunting numbers of actions for some members of the steering group.
- JV/TK explained that as officers it was increasingly difficult to administer the group/action plan and actions for the steering group and the DAA.

In order to simplify things, it was felt that the group should

- focus on 2 or 3 actions/projects at a time carried forward through a standard agenda
- Maintain the action plan as a background document.
- Identify more community volunteers to help to administer the group and DAA process and to move forward actions and projects.

#### **4. Standing agendas 2017-2018**

The group decided that future agendas should focus on:

- Current Actions –
  - Engaging local hairdressers -  
DG would be the lead for this action and would focus upon encouraging local salons and mobile hairdressers to become Dementia Friends initially and then, where possible to move on to become members of the DAA.
  - Develop relationships with local cafes/pubs etc. - to encourage staff to become Dementia Friends and to go on to join the DAA.  
SC was already in contact with 'Fays' bistro on Beach Terrace who had recently begun to provide 'meals on wheels' for a person living with dementia locally. SC would work to develop relationship with Fays and encourage them to become Dementia Friendly and go on to join the DAA. It was decided that trying to develop other community 'Meals on Wheels' arrangements with other establishments should develop as people requiring such assistance and volunteers prepared to take on this project were identified.
  - Recruiting Volunteers – It was felt that attracting new volunteers was vital to the development of the DAA and steering group. The group decided to

develop a list of volunteering opportunities and potential projects arising from the Action Plan.

Volunteer opportunity list would include:

- Black Mat audit
  - Sensory muff project
  - Dementia Walks
  - Social Media promotion
  - DAA membership admin
  - DAA admin
  - Dementia Champion co-ordinator
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- Local discussion – based upon an update of the experiences of group members working on the ground (e.g. SC feedback from her clients and their carers, DG and local groups/organisations becoming DAA members etc., R as expert by experience).
  - Action Plan – to consider whether any new items from the Action Plan should come onto future agendas and whether anything discussed should be sent to the action plan.

## **5. Membership of the Steering Group.**

Discussion involved:

- The importance of steering group members helping to advance actions between meetings.
- Ensuring that the group was not too large and that discussions should not become too complicated – the group should stick to the agenda and focus on the current priorities for action.
- It was felt that the Memory club should be asked if they still wished to have a seat on the steering group or, as they were now a member of the full alliance, to withdraw from the steering group.
- It was also felt that it would be beneficial to involve another person living with dementia onto the group. DG was aware of a contact who might be interested. The group felt this would provide a useful addition to the group.
- It was noted that CH was unlikely to be able to attend steering group meetings due to her new position. However, it was understood would continue to act as a Dementia Champion and also may be prepared to volunteer with the group in future. Everyone expressed their thanks for Clare's previous involvement and hoped that she would continue to be involved in DAA activities as they develop.
- Dependent upon Diane's conversations, the steering group would then be:  
Christine Crisp – (Chair of Dementia Friendly steering group)

Diane Gooch - (Chair of Dementia Action Alliance)

- support from the Area Board

- support from Calne Town Council
- support from Alzheimer's Society
- Care Co-ordinator (Northlands/Patford surgeries)
- 2 x Experts by experience
- Carer
- Care provider

#### **6. Updating the Action Plan**

JV/TK would arrange to meet to review the action plan and bring to the next meeting for approval.

#### **7. Date of next meetings:**

The next **steering group** meeting would take place on Tuesday 12<sup>th</sup> September at 1pm in the Community Hub – Harris Room.

The next **FULL Dementia Action Alliance** meeting would take place on Weds 18<sup>th</sup> October at 6:30pm in the Community Hub – Library

The full DAA would be preceded by an **Open Dementia Friends session** at 5pm, everyone was asked to promote this and encourage people to attend.