

Parkinson's UK

Barnsley and District Branch

Minutes of committee meeting held on 13<sup>th</sup> June 2023

Present

Ann-Marie Sephton, Philip Thompson, George Spencer, Doris Wragg.

1. Welcome

Ann-Marie welcomed everyone to the meeting.

2. Apologies for absence

Apologies were received from Terry Kendall, Kathie Sharman and Ken Booth.

3. Minutes of the meeting held on 9<sup>th</sup> May 2023

The minutes of the meeting held on 9<sup>th</sup> May 2023 were agreed as a true record.

4. Matters arising

- (a) The member who had expressed an interest in the Assistant Treasurer post has not yet been in contact with George so Terry will follow this up on his return.
- (b) Rose has not yet got back to Terry regarding how we can approach future funders, given we now have what appears to be a very healthy bank balance.
- (c) The letter regarding getting medication on time has been sent to the hospital but as yet there has been no response.
- (d) Terry and Philip have met the RSPB at Old Moor and were shown a circular walk. They are looking at ways to spend grant funding of £1,200 and would welcome any ideas we have to make the site more accessible.
- (e) Terry has not yet heard back from the Emmanuel regarding paying someone to set up the room.
- (f) Joseph at Crossroads has not yet got back to Terry regarding meeting the manager of Cloverleaf.
- (g) Terry has updated the information leaflet and emailed the draft to committee members for comment before passing to Comtec.
- (h) The tin collection at Penistone Tesco on 27<sup>th</sup> May raised £304.

5. Chair's report (Ann-Marie)

(a) Adoption of the recommendations in the Finance Sub-Committee minutes

The committee considered the minutes of the Finance Sub-Committee meeting held on 1<sup>st</sup> June to discuss the re-allocation of the Assistant Treasurer's duties in order to facilitate the smooth phased hand-over of our monetary practices following George's decision to step back at the end of January.

The main items discussed by the Finance Sub-Committee were cheque book payments, the petty cash box and cash handling. The transition of George's many other jobs will be discussed at a future committee meeting.

It was agreed that the Finance Sub-Committee's recommendations would be adopted, i.e we would try to minimise the use of cash and cheques where possible by moving to on-line banking.

6. Treasurer's report

The committee noted the bank statement as at the end of May which showed a total adjusted cash and bank balance of £41,178.23.

Ann-Marie reported that the plant sale at Locke Park had raised approximately £400.

7. Secretary's report

No items.

8. Service Development report

(a) Philip will ask Rona if she has any photos for the July newsletter.

(b) There are 42 people on the list for the Cleethorpes trip on 27<sup>th</sup> June.

(c) The afternoon tea is on Tuesday, 17<sup>th</sup> October.

(d) Philip will check the availability of the Holiday Inn and Spa on Thursday, 26<sup>th</sup> October for Carers' Day. Terry will mention it at the July branch meeting and an item will be included in the July newsletter.

9. Fundraising report

Eighteen dozen cakes are needed for the coffee morning Mapplewell on Saturday, 29<sup>th</sup> July. Ann-Marie has had offers of baking and donations.

10. Assistant Treasurer's report

Exercise class

1<sup>st</sup> class

2<sup>nd</sup> class

22<sup>nd</sup> May

9 pwp 4 carers

9 pwp 5 carers

1<sup>st</sup>, 8<sup>th</sup>, 27<sup>th</sup> May – bank holidays, 15<sup>th</sup> May - Bronia on holiday

Respite care

Carer at branch meeting 2¾ hours - £49.50, 10 people took 4 hours - £720

Total for May £769.50.

Philip referred to the increasing number of people using the respite care service which was being supported by the £10,000 legacy together with the exercise class.

11. Membership Secretary's report

Ann-Marie had not received the latest membership report but she has sent in three new applications so the number should be around 150.

12. Webmaster's report

No items.

13. Any other urgent and relevant business

Ann-Marie mentioned that 14 people had attended the Natter Café the previous week.

14. Date of next meeting

Ann-Marie gave her apologies for the next meeting which will be held on Tuesday, 11<sup>th</sup> July at 7.00 p.m.