

Parkinson's UK
Barnsley and District Branch
Minutes of committee meeting held on 8th November 2022

Present

Ann-Marie Sephton, Kathie Sharman, 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, Ken Booth, Susan Grant and Joe White.

3. Minutes of the meeting held on 11th October 2022

The minutes of the meeting held on 11th October 2022 were agreed as a true record.

4. Matters arising

Shaw Lane

The social 'Drop-ins' at Shaw Lane are on Thursdays between 1.00 p.m.-3.00 p.m. The cost is £2 which includes tea/coffee and biscuits. Ann-Marie will raise this at next week's branch meeting.

SumUp

Ann-Marie reported that there were two versions of the SumUp contactless card device. One version costs £39 and requires users to have a phone with an app and Bluetooth which has to be near the unit at all times so we would need a phone purely for this. The other option, which costs £79, is a stand-alone unit used with wifi.

After discussion, it was agreed that the first option would not be suitable for collections and the stand-alone unit was the preferred option.

5. Chair's report

(a) Rose's updates/Network News

(i) As a result of some lead volunteers feeling that there are too many tasks to do in running branches, PUK are working with lead volunteers to explore where they can make improvements, remove or reduce tasks whilst still fulfilling the legal and governance obligations. As a starting point they are asking lead volunteers to complete a survey by 24th November which will be followed by a zoom workshop on 7th December to look at the findings.

Philip has previously suggested that service level agreements should not be renewed every year and Rose has agreed to take this up.

(ii) Katie Smith of the East Midlands group has organised an online Derby Symposium on 21st November between 2.00 p.m. - 4.00 p.m. Topics include a research update, stress management and the cost-of-living. Ann-Marie will raise this at next week's branch meeting.

(iii) PUK have launched a partnership with Re-engage charity to offer a befriending service to people with Parkinson's who are over 60. The service is on six months trial and has not yet been rolled out to the South Yorkshire region.

(iv) It has been suggested that there should be a training session for filling in risk assessment forms. Also, branches and support groups should notify Head Office of any accidents so that these can be passed on to other branches and support groups so that they can learn from other people's experiences.

(v) 170 buildings were lit up last year for World Parkinson's Day, our Town Hall being one of them. PUK is wanting to make next year's bigger and better so Rose has asked us to let her know by the end of November if we can think of anything else that can be lit up.

(b) Christmas Party

The list will be circulated at Monday's exercise class and next week's branch meeting after which the final number will be given to Ann-Marie for catering.

(c) Bowling

Philip pointed out that we need to check if Joe is available for the bowling on 24th November as we need a health and safety officer present.

6. Treasurer's report

The committee noted the bank statement as at the end of October showing a total adjusted cash and bank balance of £43,093.31.

As requested by Making Space, an invoice has been prepared for the £1,300 they have donated for Carer's Day.

Kathie has asked Head Office to let her have information regarding the bequest which has now been received. A meeting of the Finance Sub-Committee will be arranged to discuss next year's spending plans and the bequest.

It was agreed that we would ask for donations at the bowling but would not suggest a minimum amount.

7. Secretary's report

No items.

8. Service Development report

The speaker at next week's branch meeting is Mick Broad who will talk about 'Patients as Educators'.

9. Fundraising report

No items.

10. Assistant Treasurer's report

Exercise class

	<u>1st class</u>	<u>2nd class</u>
3 rd October	11 pwp 6 carers	3 pwp 5 carers
10 th October	10 pwp 5 carers	3 pwp 2 carers
17 th October	11 pwp 7 carers	3 pwp 2 carers
24 th October	– no class, Bronia on holiday.	
31 st October	11 pwp 7 carers	4 pwp 2 carers

Respite care

The invoice for October was £612. Seven people took the full four hours, but one person who had taken only five hours in the previous two months, took six hours in October. The service level agreement states that the maximum is four hours per month and there is no provision to carry over any hours from a previous month. George will take up the matter with Crossroads.

The agreement ran out on 25th October so the end-of-term report should be received shortly.

11. Membership Secretary's report

Ann-Marie reported that there were 146 members on the latest list but five members need to be deleted and three added so a more accurate number would be 144.

12. Webmaster's report

Ken had provided a report for the committee in his absence.

The website is running ok now in its new home of IONOS. Ken tries to keep it up-to-date but sometimes misses things so would like a volunteer to help him check for errors, out-of-date items, etc. He is also open to suggestions for modifications.

Ken is looking at changing over ownership of the account to the name of Barnsley Parkinson's so that it is independent of one person. He could also train someone to manage the account on the IONOS website. He is going to ask if we can pay the fee annually for a reduced fee.

The photo section is quite time-consuming so Ken is looking into making one that is easier to update.

13. Any other urgent and relevant business

None.

14. Date of next meeting

The next meeting will be held on Wednesday, 14th December at 6.00 p.m. at Beatson House.