

Parkinson's UK

Barnsley and District Branch

Minutes of 'virtual' committee meeting held on 8th December 2020

Present

Philip Thompson, Terry Kendall, Kathie Sharman, George Spencer, Sheila Ireland, Susan Grant, Ken Booth, Granville Dransfield, Doris Wragg

1. Welcome

Philip welcomed everyone to the meeting.

2. Apologies

Apologies were received from Ann-Marie Sephton.

3. Minutes of the meeting held on 10th November 2020

The minutes of the meeting held on 10th November 2020 were agreed as a true record.

4. Matters arising not covered elsewhere on the agenda

Sheila will include an item in the next newsletter asking members to let the charity know if they experience any issues with medicine shortages.

5. Minutes of the Finance Sub-Committee held on 24th November 2020

The minutes of the Finance Sub-Committee held on 24th November 2020 were agreed.

6. Matters arising not covered elsewhere on the agenda

None.

7. Chair's report

(a) Report on Zoom meetings held on 1st and 2nd December

Philip referred to the annual review meeting with Rose on 1st December and the final version of the annual review document, previously circulated, which would be included with the AGM papers.

In addition to reviewing this year, Terry had updated Rose on the proposed programme for next year should the coronavirus situation improve sufficiently to restart safely. However, Rose's agreement must be sought before any activities are restarted.

Kathie reported that a few difficulties had been experienced with cashpooling, which is not progressing as fast as the charity would like, but as far as the branch is concerned we are just waiting. Kathie has told Rose that we would like to have internet banking.

Rose has asked us to nominate someone to be the link to receive enquiries from the national website. Ken pointed out that there was already a link on the national website to our website.

At the regional volunteer meeting on 2nd December Rose gave a reminder that data protection training needs to be refreshed. There is a link for this on Assemble. Also the 'Team Parkinson's' joining forms are going to be updated.

(b) AGM arrangements

Philip reported that the deadline for sending out the AGM papers was 31st March and not the date when the AGM would have been held. Susan will prepare a report on research to go out with the papers. Granville confirmed that he would be standing down as Membership Secretary.

(c) Dates and Zoom arrangements for SLA mid-term meetings

Philip has emailed Julie Ferry, the Chief Executive at the Hospice, but has not yet received a reply. He will send a further email, this time to the member of staff who runs the counselling service. A reply has been received from Joseph David at Crossroads Care.

Ken will arrange Zoom meetings with them when Philip has confirmed the dates and times.

8. Treasurer's report

The committee noted the income and expenditure statement ending 30th November which shows a total bank balance of £26,705.14. Transactions have been very small, the main expenditure being the £10 Marks & Spencer vouchers and postage, and the Crossroads invoice. An 'in memoriam' donation of £200 has been received and Granville has received a further £60 in memory of Janet.

Although George delivered the cheque for the last invoice (July to September) to the Hospice on 3rd November, the cheque has not yet been presented. When Philip meets the Hospice he will ask that they let us have the invoices earlier.

9. Secretary's report

Doris reported that she had received a letter from Philip giving notice of his intention to step down as committee chair with effect from Tuesday, 9th February, 2021. The meeting of the committee on Tuesday, 12th January will be Philip's last in the chair and he intends to seek re-election to the committee at the appropriate time and in the meantime is happy to remain on

the committee in an acting capacity with responsibilities as agreed with the acting chair and volunteer support worker.

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10. Service Development report

The December newsletter is with the printers. More copies than usual have been ordered due to the vouchers being sent out with them at a cost of £87.60.

Doris will include a slip reminding members that there is a lot of information on the branch website which also includes all the committee minutes

11. Assistant Treasurer's report

George reported that he had paid the Crossroads invoice totalling £246 for five people taking respite, one less than the previous month. Three people had taken the full four hours at £196.80, one person one hour at £16.40 and one person two hours at £32.80.

Philip has received an email from SYCF asking us to let them know if we have any problems spending the grant of £2,000 before the deadline of 1st February.

12. Membership Secretary

Granville reported that the latest membership was 138, but the report for November has not yet been received.

13. Any other urgent and relevant business

Philip reported that he had been contacted by someone who was looking for an opportunity for voluntary service. He has outlined what the branch does and will invite him to a future committee meeting.

14. Date of next meetings

The next meeting will be held on Tuesday, 12th January 2021 at 11.00 a.m.

11th December, 2020.
DW

