

PARKINSON'S UK

BARNESLEY AND DISTRICT BRANCH

Minutes of virtual committee meeting held on Tuesday, 11th May, 2021 at 11.00am

Present: Philip Thompson, Ann Marie Sephton, George Spencer, Sheila Ireland, Ken Booth, Doris Wragg, Kathie Sharman and Susan Grant. Rose Crawley, our Network Support Officer, also attended the meeting

1. Ann Marie, as deputy chair, welcomed everyone to the meeting especially Rose. Terry hopes to be back soon.

2. Everyone present.

3. Minutes of the meeting held on 12th April (previously circulated). The minutes were accepted as a true record. Ann Marie signed and dated the minutes.

4. Matters arising. We have received an email message from the MP Miriam Coates giving her encouragement after reading the annual report that had been sent out.

Terry is the contact for the Local Adviser but Rose will let her know that Doris will deal with any queries in Terry's absence.

5. Acting Chair's report / Rose's Updates

Risk Assessment

Rose took us through the flowchart showing the timescale for returning to 'normal'. The Sheffield branch is considering an early start to personal activities. It was thought to be an unrealistic aim for us, therefore we are aiming for October. It is very important to have comprehensive risk assessments in place and that means one for every activity, not just one to cover everything. We need to think about situations all members might encounter, ranging from car parks, access and changes of level. If groups are doing these assessments then another member can validate the assessment. It needs renewal every year. There is a scoring system to indicate the level of risk; level 4 is not an acceptable risk. We need to get the room hire sorted out and ask to see their risk statement and hire agreement re cleaning etc. This needs to be in place before activities start. George agreed to contact Emmanuel and Philip said he would check out alternative room hire such as Metrodome/Shaw Lane.

a. Philip reported on the problems with our regular venue, Emmanuel, who are insisting that the rooms should be cleaned by us after each session as a requirement of room hire. Given the health problems of most of our members we might have to employ someone to setup the room and tidy up afterwards.

b. When it comes to the exercise class Bronia is responsible for keeping the equipment Covid secure. Bronia to be invited to join future meetings via Zoom, or in person, to discuss setting up the exercise class again.

c. Another issue is that the chairs at Emmanuel are fabric covered which means they are more difficult to keep clean.

6. Treasurer's Report, Kathie. We have £25,610 in the bank, very little has changed because we have not been active.

a. Kathie said she had made 2 payments to Crossroads.

b. A cheque for £18.33 is probably from the website that rewards shoppers for buying at certain shops by giving money to a designated charity.

c. The grant for £1,160 from SYD was not spent because of the Covid crisis and is in the restricted fund.

d. Kathie has not received an email dated 19/3/21 about cash pooling. Rose said she would re-send the email.

7. Secretary's Report, Doris.

Doris has been contacted by the organiser to confirm that there is no Blackpool holiday this year.

8. Service Development Report, Sheila.

Hopefully, we can start our regular general meetings in October. The programme for the rest of the year up to February is complete.

9. Fundraising, Philip.

- a. The National Lottery gave us a grant in 2018; they have asked for a summary of how the money was spent.
- b. We still have the grant for the carers' day from the SYCF which has been transferred to Crossroads care provision.
- c. Service level agreements have been signed by Crossroads and the hospice. The only change is that the hospice management added the sentence saying that our members take their place in the queue.

10. Assistant Treasurer George.

We have not received a recent bill from the hospice, but they have cashed the last cheque we sent. We have heard nothing from Crossroads.

11. Acting Membership Secretary, Ann Marie.

According to head office we had 131 members in April, although that is probably not totally accurate because 2 of our members have died and one young man has joined.

12. AOB

George has been contacted by a member regarding an article in the Barnsley Chronicle about 'The Visiting Angels' a homecare company that looks after PwP. There was some discussion about the article. Rose was asked to look at the article with a view to sending a response to the Barnsley Chronicle regarding certain inaccuracies in the article.

The committee was told that the funeral of Shirley, Terry's wife, would take place the next day at Barnsley Crematorium. A number of the committee said they would attend.

The meeting finished at 12.10pm.

The next meeting will be on Tuesday, June 8th 2021 at 11.00am.