

Parkinson's UK

Barnsley and District Branch

Minutes of committee meeting held on 13th January 2026

Present

Ann-Marie Sephton, Kathie Sharman, George Spencer, Alyson Francis, Ken Booth, Doris Wragg

1. Welcome

Ann-Marie welcomed everyone to the meeting.

2. Apologies for absence

Apologies were received from Terry Kendall, Nishadi Perera, Barrie Cooper.

3. Minutes of the meeting held on 2nd December 2025

The minutes of the meeting held on 2nd December 2025 were agreed as a true record.

4. Matters arising

(a) Further to the decision at the previous meeting that we should introduce the policy that members must pay in advance to attend events and that refunds would only be given if a member cancels their attendance before the closing date and prior to the submission of final numbers and menu choices, it was agreed that Alyson would use the registration form prepared by Nishadi for all future events, the first one being ten-pin bowling in early March.

5. Chair's report (Ann-Marie)

(a) Christmas Party review

The committee agreed that they were happy with the buffet at the Christmas Party and also agreed that we should book Cawthorne Band for next time.

(b) Rose's replacement

Rose's replacement has been appointed but no other information has yet been released. In the meantime Alison Lofas is our direct contact.

(c) Lottery grant publicity

Terry had used the media team at PUK to prepare a press release which was sent to various media outlets but there was nothing in the Chronicle. It had been publicised on the 'We are Barnsley' social media site and also in the Sheffield Star.

(d) Cakes for branch meetings

With George retiring, the committee discussed whether we should continue to use the bakery at Silkstone Common for cakes at branch meetings. Since Ann-Marie buys the milk for branch meetings, she offered to buy cakes at the same time.

It was agreed that George would collect cakes from the bakery for the January branch meeting and inform them that we would no longer be ordering cakes and Ann-Marie would provide the cakes from February onwards.

(e) Suggestions for the annual outing

Alyson will prepare a slip for distribution at the branch meeting seeking members' views on locations for the annual outing. Alyson will include suggestions from the committee including Newark Air Museum, Kelham Island, Lotherton Bird Sanctuary.

(f) Exercise class rota

With George's retirement and Terry reducing his involvement, Terry has spoken to Bronia who has said it is not necessary for one of us to be involved as she runs her own classes throughout the borough and does that alone. Bronia is also happy to maintain the register so Terry has agreed that we shall not be directly involved with immediate effect. However, we need to decide how we will supply tea, coffee, sugar, and biscuits/cakes, how we pass on announcements, diary dates, etc. and how we reimburse taxi fares.

After discussion, it was agreed that Ann-Marie would replenish the supplies at the branch meeting and the announcements could be dealt with by email. It was suggested that a taxi claim form be produced and that claimants complete this and submit it monthly along with the taxi receipts for payment by bank transfer (forms could be left in the box and collected at the branch meeting).

(g) Potential new volunteers

Following Terry's discussions with Cassie, the person who came to talk to us at the branch meeting about Utility Warehouse (also the daughter-in-law of Linda and Jim Thomas), she has expressed an interest in the Assistant Treasurer's role (i.e. counting and banking loose change, receiving invoices and posting them on the banking system for Nishadi to authorise. Cassie is also interested in shadowing Terry with a view to taking on his role. Alison Lofas is going to start the process with Cassie and Terry has invited her to the February committee meeting and AGM.

Also, Cassie's mum, who is about to retire from work, is interested in taking up the role of Fundraiser but Terry has yet to speak to her.

(h) AGM arrangements

In recognition of both George and Kathie retiring from the branch, Tracy Westgarth will be officiating at the AGM to express thanks from PUK for their significant service. Tracy is now a very senior person within PUK as from January she manages across England.

With regard to the new core values procedures, Terry needs to know whether the committee would like to make a recommendation to members at the AGM regarding the type of branch they might wish to see in the future, i.e. branch/support group, or is it just a question of advising the members of the new procedures.

After discussion, it was agreed that we should not make a recommendation but just advise the members of the new core values procedures.

6. Treasurer's report

The committee noted the bank statement as at 31st December 2025 which showed an adjusted cash and bank balance of £29,945.59, together with payments and receipts for the year end. A donation of £500 has been received in memory of Eric Evans.

7. Secretary's report

No items.

8. Service Development report

Boxing, 12th December – 7 pwp, 6 carers

Golf will restart the first Tuesday in March.

Alyson will book bowling for early March and will distribute a questionnaire at the branch meeting asking members for suggestions for walks including comments regarding length of walks, distance to travel, etc.

9. Fundraising report

Doris will contact Wombwell Tesco to organise a collection in April.

Barrie has contacted Barnsley Morrisons regarding a collection and they have asked us to come back with a date. It was agreed that a date would be agreed at the next committee meeting.

10. Assistant Treasurer's report

No figures available.

11. Membership Secretary's report

The latest membership list has not yet been received.

12. Webmaster's report

Ken has received research updates from Barrie to include on the website.

13. Research Champion's report

Ann-Marie referred to an email circulated by Alison Lofas regarding the setting up of a Research Interest Group for Yorkshire and the Humber as a follow-up to the research event held in Wakefield on 3rd October. An online launch will be held on Wednesday, 11th February from 11.00-12.30 a.m.

14. Any other urgent and relevant business

No items.

15. Date of next meeting

The next meeting will be held on Tuesday, 10th February at 7.00 p.m.