

**Meeting of the Horsham District Senior Persons' Council**  
**Thursday 11<sup>th</sup> December 2014 from 10.15am – 1pm**  
**at Henfield Bowling Club**

**Notes**

<b>Attendees:</b>	Martin Bruton <b>(MB)</b>	-	Chair, Denne NC
	Brian Harvey <b>(BH)</b>	-	Resident, Forest Horsham
	Alf Goodchild <b>(AGo)</b>	-	Resident, Horsham
	Carole Duffy <b>(CD)</b>	-	Resident, Horsham
	Eva Matschy <b>(EM)</b>	-	Resident, Horsham
	Lesley Ainslee <b>(LA)</b>	-	Resident, Henfield
	Janice Leeming <b>(JL)</b>	-	CEO, Age UK Horsham District
	Julian Carrington <b>(JC)</b>	-	Community Planning Mgr, HDC
	Shirley Gardner	-	Administrator, HDC
<b>Guests:</b>	Barbara Baldwin <b>(BB)</b>	-	Chair, MSOPC
	Elisabeth Willett <b>(EW)</b>	-	Secretary, MSOPC
<b>Apologies:</b>	Barry Mursell	Dot Davidson	
	Michael Jarvis	Kevin Wright, Henfield PC	
	Connie Lucien	Paul Smith	
	Cllr Sue Rogers	Betty Ogden	
	Cllr Kate Rowbottom	Keith Barraclough	
	Shirley McCaig		

**1. Welcome, Introductions and Apologies (& Member update)**

The group welcomed new member Alf Goodchild.

**2. Notes of the last meeting on 10<sup>th</sup> September 2014**

- Are they correct record of meeting?

The names of Keith Barraclough, Paul Leaney and Frank Bockling were omitted from the list of attendees, as were apologies for Betty Ogden and Leslie Ainsley, otherwise all agreed they were a correct record of the meeting.

**3. Matters Arising**

There were no matters arising.

**4. Presentation from Guest Speaker:**

- Barbara Baldwin, Chairman of Mid Sussex Older People's Council.

**BB** gave a presentation on the Mid Sussex Older People's Council (MSOPC) which celebrated its 10th anniversary in October.

Two things prompted the formation of this group; one being the European directive from local Government stating there had to be communication with all sections of society, and secondly the existence of a strong Younger People's Council, but no Older People's Council.

Initially, without finances or any idea how to form the group, contact was made with various councils and, after many setbacks and refusals for grants, the group finally formed in 2004. A bank account was then opened, a treasurer appointed and the Constitution was written. Access was also given to a meeting hall.

As a Committee with 12 members, most have an interest in a certain areas.

**BB** mentioned that the MSOPC has a dedicated line in their local CVS (Council for Voluntary Services) office which is supported by Burgess Hill and Haywards Heath.

The last few months have seen the production of reports on Housing for the Elderly, Health and Loneliness, with concentration next year on rural areas and outlying villages.

A project, for older people and computers called 'Get Connected', was run in partnership with Affinity Sutton and was held at the Saltworkz Café, an internet café in Haywards Heath. An invitation was extended to visit during the day when they were less busy, to promote 'Get Connected'.

There are changes in the CCG (Clinical Commissioning Group), which Horsham and Mid Sussex share, who have now produced a policy on 'The 5 Communities Plan'. This assesses the likely demand on future GP services and community care at Horsham and Crawley hospitals as well as the care provided in a person's home. MSOPC have given a response to this and a meeting is now arranged with the CCG for next month to discuss concerns. Big changes to social care are coming in April 2015.

**BB** listed things the group became aware of or had learnt during the formation of the MSOPC:

- There has to be clarity on our objectives and aims, and how they will be administered.
- It is important to understand what is available in the community. MSOPC was a member of the CVS in Burgess Hill and East Grinstead, which provided help to set up the group and provided templates for adaption.
- There are training courses available (*please see attached email from BB*) and it was suggested members may wish to attend the course being held in January 2015 in East Grinstead (*please see email from EW*), which also enables membership of the CVS. This course gives documentation on running a small organisation. Look at what is on offer and attend some free courses, including courses on fund raising.
- Visit church groups, parish councils, bowling clubs etc, noting what the problems are, develop these ideas and approach the council.
- Talk to Councillors – the local Councillor will be sympathetic and the local council will be more interested than 10 years ago regarding what is happening with older people.
- Bring professional people in to advise people.
- **EW** said the fund raising will be hard work, which we have to be prepared for, and will involve extensive paperwork as places will need copies of everything.
- Local district and town councils can be approached for smaller amounts of money but some trustees only meet once a year, so check dates as there is a need to apply in time.
- A budget will be needed to cover costs i.e meeting rooms, printing ink etc. (in time there won't be so much printing as people will use tablets).
- Public liability insurance will be required.
- It was suggested, when deciding on the name change for the SPC, to find an alternative to 'Council' as people may associate this with the local council. MSOPC is often referred to now as 'MSOPC' but with hindsight they would not have used the word 'Council' in the title.
- Regarding becoming a voluntary organisation, the group need to be up and running before applying for charitable status. Financial minimum turnover before this should be £10-£12,000 and a record of achievements should also be kept.
- Financial support cannot be received from another charity as a charity cannot make a donation for services, but it can help in other ways i.e use of meeting rooms.
- If holding a public meeting be aware of bad transport issues, perhaps making contact with Age UK for help with this.

**BB** warned the group to be aware; the step to independence will not be easy. There will be many rejections and the 'safety blanket' of Horsham District Council will no longer be there, but the benefits outweigh anything else. MSOPC are prepared to help and we may learn from mistakes they may have made. They have been glad they went down the road of independence, and they still consult with Mid Sussex District Council, the Leader of the District Council, various CCGs and Mental Health Sussex Partnership on a regular basis.

**AGo** asked if there was a danger in becoming independent of the Council but **BB** said we could still apply to the Council for grants for certain projects or request use of meeting rooms.

Note: There was a query raised regarding the use of the word '**Member**'. **BB** pointed out that for people to be called a '**Member**' of the group would require the payment of a subscription, therefore non-members are **Supporters** - MSOPC have 12 **Committee members** and over 1000 **Supporters**.

Folders with information on MSOPC were distributed to the group.

**MB** thanked **BB** & **EW**, saying he saw this as the way forward for the group becoming more independent from Horsham District Council (HDC), and thinks it is the right direction. Changes are being made at the council and the group was being encouraged to be independent.

## 5. Review of the SPC Constitution

- Discussion and vote on the revised Constitution and discuss and agree name change of the Senior Persons' Council.

A lengthy discussion took place resulting in amendments to the Constitution regarding forming a Steering Committee for core members, and a change of name for the group. In the formation of a Steering Committee **JL** said there was the potential to invite people from the local community with interests in different areas - people may engage in this rather than in a 'general' meeting. Present members agreed to the change of name of the Senior Persons' Council to Horsham District Older Peoples' Forum.

**MB** will update and amend the Constitution, to include the change of name, and recirculate. **JC** offered to assist with this and meet with **MB** in January.

## 6. Finance – HDC grant & appointment of Treasurer of the group

**JL** offered to approach CVS for Treasurer if we are at a stage where we need this now.

**BH** asked if any other member of the group wanted to stand for Treasurer. **AGo** was approached for this post but suggested as this was his first meeting we wait until the next meeting when, hopefully, more people will be attending but if no other volunteer comes forward, he will then stand.

**JC** said there was £500 allowance for this group from HDC but a bank account will be required for the deposit of this. In the meantime, he (on behalf of HDC) would figuratively hold the £500 (on behalf of HDOPF) with any expenses/invoices paid by HDC against that allowance.

## 7. Promoting the HDOPF and keeping it going between meetings

On promoting the HDOPF and finding new members, suggestions put forward were:

- **MB** to write article for publication in the West Sussex County Times.
- An article to be placed in the Arun Magazine. **JL** said 3000 people receive this in later life, so will investigate a regular slot for the Forum.
- **JL** would also be willing to distribute leaflets etc. and **AGo** queried how the leaflets will be paid for. **JC** said this would come out of the £500 HDC has allowed.
- A small article be published in the HDC quarterly magazine.
- Posters to be posted around the district.
- After query from **EM** on the lack of help with transport to meetings, **AGo** suggested this may be something that Age UK Horsham District could help with. **JL** said this is area was now covered by Horsham District Community Transport which is based in Lavinia House in Horsham, but there would be a charge. **Action:** **MB** to contact.
- In response to query of where future meetings are to be held, **JL** thought it could depend on how the Forum develops. **MB** suggested quarterly meetings in Horsham plus others around the district.
- Promotion of the HDOPF through a website/event stands/local publicity etc.

- There was a need for the views of older people in district to be known, enabling these views to be promoted. Use of email is important as, by using email, we can receive the views of supporters swiftly if time is short. If time is not an issue letters can be sent out. **MB** said he recently sent out an email request to 40 members and only received 17 responses back.
- Advertising in doctors' surgeries, libraries and notice boards.
- **MB** suggested that circulated minutes could be placed on relevant village notice boards.
- Public meetings to be held for specific subjects - Dementia Day proved very popular. **BH** suggested advertising the quarterly meetings with a specific subject, with the Committee meeting in between.
- The Forum to work with Age UK Horsham District on certain events - **JL** will look into this.
- Attendance at a MSOPC Committee meeting, reporting back to the group. **JC** suggested we should also look at the MSOPC Constitution before we update and complete ours.
- Setting up of a free website. There is one by BT but **MB** will investigate if more do this. It was also highlighted that we are only using a small space on the HDC website.
- A Facebook page. After concerns were expressed, **JL** said as this is for a Forum and not a person, there should not be a problem. A basic webpage could be started with links to Age UK and Facebook.

**MB** said we need to use the facility of email but, where possible, we will send out hard copy for those who do not have email. **MB** also said he will note all queries from the meeting this morning and contact MSOPC for help with answers. He finished by saying there was concern that the HDOPF, after running for 8 years (the group was started in 2006) wasn't achieving what it was set up to do.

#### 8. Future topics

What would you like to happen at future meetings? Suggestions were:

- To re write the Constitution
- Increase of membership
- Election of a Treasurer
- Report back from an attendance at a MSOPC Committee meeting
- Invite person to give presentation on Fraud – contact Greg Charman
- Invite person to give presentation regarding Neighbourhood Watch. **Action: MB**
- Presentation on Toilets in the area? **Action: JC** to ask equal opportunity person
- **JC** suggested people bring ideas to next meeting

#### 9. Any Other Business

None

#### 10. Close

#### **Date and location of 2015 meetings:**

Monday 9<sup>th</sup> March - Lower Beeding Village Hall  
 Tuesday 2<sup>nd</sup> June - Washington Village Hall, Dore Room  
 Wednesday 9<sup>th</sup> September - Rudgwick Village Hall  
 Thursday 10<sup>th</sup> December - Partridge Green, St Michael's Church Room