

*Dunbar Dementia Network SCIO  
Minutes of the meeting of the trustees  
held on the 19<sup>th</sup> July at 4.30 pm at Seapoint, Dunbar.*

*Present: Diana Greene, Lorna Bunney, Jo McNamara,  
Alasdair Swan*

*Minutes of the previous meeting: These were approved  
and will now be posted on the website. AS*

***Matters arising:***

- 1. Criteria for those applying to join the Carers' Group -
  - a. Those living in the Dunbar and East Linton Ward,*
  - b. who are Carers for anyone living with dementia (or similar conditions), and*
  - c. those for whom they are caring.**
- 2. It was agreed that Carers who have experienced the loss of a loved one will be welcome to remain involved with the group. They have much to offer group members.*
- 3. Website updates are still outstanding. The above criteria should also be added to the website. AS*

***Review of short term strategic objectives:***

- 1. To secure the activities of the Dunbar Carers Group
  - a. There is little risk here, and this objective will be achieved through the generosity of grants and donations.**
- 2. To extend the reach of Dunbar Carers Group
  - a. It was clarified that this meant ensuring that everyone who might have need for Carers' support in the Dunbar and East Linton Ward is aware of the existence of the Carers' Group.*
  - b. In order for the group dynamic to work for the benefit of those attending the group size needs to be capped and extended capacity needs to be achieved through the formation of one or more additional groups**
- 3. To document the existing network of support
  - a. Further work is needed to ensure that all those interested in receiving support as Carers have a complete picture on the Dunbar Dementia Network**

*website of all the available sources of help in the Dunbar and East Lothian Ward.*

*b. The churches play an active role e.g. St Anne's Let's Sing and Diana Hall will be contacted. AS*

*4. To introduce a memory café with trained Alzheimer workers*

*a. It was agreed that any such initiative will be separately funded and resourced and will not be muddled with the Dunbar Carers' Group.*

*b. It requires skilled resource to make use of Supporting Memories.*

*c. Resource is available from the Museum Service and from the Dunbar History Society.*

*d. Meet with Michael Huddleston of the Alzheimer's Society to discuss further. DG*

#### ***Carers Group review:***

*Lorna intimated that there had been three deaths recently which had had an influence on the dynamic of the group.*

*However numbers were increasing and it was agreed that Lorna should determine what cap to put on the numbers attending each meeting. LB*

*Lorna will also consider whether to start a small second group on a different day which can grow with future demand.*

*Risk assessments will be produced as and when needed. These need to be dynamic as the greatest risk is frequently that of people going wandering off on their own in circumstances that are not always easy to predict. It can be like herding cats.*

*A PVG checked person is needed for every meeting but otherwise PVG checks are only needed where someone is going to be operating on a 1:1 basis with a member of the group.*

*The relative merits of volunteers cf. paid members of staff were considered. Whether paid or not helpers will be interviewed as part of the recruitment process to assess how reliable they are likely to be.*

*A roster of helpers will be published. LB*

*Diana agreed to help on the roster on a 6-8 week basis. DG*

***Financial review:***

*The latest accounts have been circulated as part of the CWS grant application.*

*An insurance policy now needs to be put into place for Employers' and Public Liability.*

**AS**

*A contract of employment and terms of employment need to be determined by the three volunteer Directors outside of this meeting.*

**DG/JM/AS**

*The Amos Trust grant will be paid in arrears. A letter of thanks will now be sent to the Trust.*

**JM**

***Any other competent business:***

*Lorna pointed out that she is still working for a living and is only able to commit to the Carers' Group Meetings. Attending conferences and other similar activities can only take place on days when she has not been offered work.*

***Next steps:***

- 1. Date of next meeting - Thursday 16<sup>th</sup> August 16:30 at Bleachingfield*