

## **Minute of the meeting of the trustees of Dunbar Dementia Network SCIO held on 2<sup>nd</sup> July 2020 via Zoom**

**Present** – Diana Greene, Alasdair Swan, Jo McNamara, Lorna Bunney.

**The Minutes of the meeting held on 4<sup>th</sup> June 2020 were approved.**

### **1 Matters arising -**

- 1.1 Both Lorna and Alasdair have met up with Maureen Allan of VEL. There was nothing to report back from the meeting last month but DDN will continue to support the work of VEL. There was grateful acknowledgement of the help that Maureen had given Lorna in securing the Corra grant. VEL is fully aware of the existence of DDN
- 1.2 Lorna has updated the website to show how we have suspended the usual activities and replaced them with an exciting but remote programme.

**LB/AS**

### **2 IT project update**

- 2.1 Sean Parsons has been interviewed by both Lorna and Alasdair and is very willing to help on a voluntary basis.
- 2.2 The project objectives have been agreed between the trustees and Sean.
- 2.3 We expect to hear any day now as to whether we have been successful in securing a grant from Connecting Scotland. Our next port of call will be Community Windpower, if we have no success with CS.
- 2.4 It was agreed that we will not put pressure on any group members to contribute financially to this project. Some are keen to do so, and where this is the case, donations might be gift aided to the general work of the charity.
- 2.5 It was noted that external help is available to guide people so that they avoid scams and hackers, and that Community Banking will help those who wish to manage their financial affairs on-line.
- 2.6 The next stages in project planning are:
- How to introduce members to Sean
  - Finding out members' perceived needs
  - Training programme
    - Those with existing skills
    - Those who are computer illiterate

**AS**

- Follow-up exercises

2.7 It was noted that there are several members of the group who will be glad to help with follow-up of the training, acting as mentors for those with less confidence.

### **3 PVG checks**

3.1 Applications for certificates will be sent off for Lorna and Sean **AS**

3.2 Further PVG application forms will be requested from Disclosure Scotland for the volunteers **AS**

### **4 Co-ordinator's report**

4.1 It was noted that it may be necessary as part of the transition to merge the Wednesday group into the Thursday group. The remaining nucleus in the Wednesday group will fit in well.

4.2 The need for a second group, longer term, will almost certainly remain given the increasing elderly population in Dunbar

4.3 These transitional arrangements will not affect the hours of work that Lorna puts into group activities, but they will make sense, particularly as early meetings are likely to be held outdoors, when some members may still be reluctant to venture out.

4.4 The timing of any transitional arrangements remains uncertain, pending further guidance from the Scottish Government.

4.5 Our volunteers remain happy and supportive. One of them, sadly, has had to withdraw temporarily as a result of a bereavement. They would like a Zoom meeting with the trustees which will be scheduled for Thursday 30 July at 2.30 p.m. **DG**

4.6 The Masonic Lodge has been thanked for their offer of help with the July Takeaway Tea, an offer withdrawn after Rotary provided its support for an earlier but similar event.

### **5 Finances**

5.1 The June accounts were tabled.

5.2 Follow up the Amos grant application **LB**

5.3 Check that the application to the first tranche of the Wellbeing Fund was unsuccessful because they did not want to fund salaries. **AS**

- 5.4 Dunbar Community Council was very supportive of a Local Priority Grant application but deferred a decision until lockdown ended, at which time the event could take place.
- 5.5 Sources of grant funding will be identified and circulated to the trustees. Follow-up applications will be made. **AS**
- 5.6 The statutory accounts to 31 March 2020 will be signed off, now that they have been independently examined. **DG**
- 5.7 The charity's insurance has been renewed for another year.

## **6 Any other business**

- 6.1 Stirling University's Dementia conference has been re-arranged for October. DDN will support this if it takes place. **LB**
- 6.2 Lorna Hill (Sharing a Story) will help to produce a Cookery Book which could be sold, to raise funds for the charity. The cost of production could be met by a grant. This could also be a great opportunity for the members to develop their computer skills. **LB**
- 6.3 Lorna's daughter has generously donated £50 from the sale of her bike for the work of the charity. The trustees passed on their thanks to her.

## **7 Date of next meeting** 20<sup>th</sup> August 2020 4 p.m.