

Older People's Assembly

Minutes of Annual General Meeting held on:

Wednesday 22nd March 2017, commencing at 1.30pm,
Council Chambers, Civic Centre, Southend-on-Sea.

COMMITTEE:

Mike Grimwade	Chairman	Lynda McLernon	Treasurer
Derek Iles	Vice-Chairman	Molly Dennis	Committee Member
Alan Grubb	Committee Member	Jill Allen-King	Committee Member
Kate Shardlow	Co-opted Committee Member	Dave Monk	Honorary President

Agenda

Public Meeting & AGM, Wednesday 22nd^h March 2017

The Council Chamber, Civic Centre, Victoria Avenue Southend on Sea

Start Time: 1:30 pm (Registration 1:00 pm)

No	Item	Speaker	Time
1	Welcome, Introduction, Apologies & Declaration of Interest (All members having a vested interest in items on this agenda should declare their interest if relevant)	Chair/Secretary	5 minutes
2	Minutes & Matters Arising (7th December 2016)	Chair/Secretary	5 minutes
3	Correspondence	Chair/Secretary	5 minutes
4	Annual Reports & Election of Committee Members: 1. Chairman's Report 2. Treasurer's Statement 3. Election of Committee Members	Caroline Foley Independent Election Observer (SBC) Mike Grimwade Lynda McLernon	20 minutes
5	Hospital Discharge An update on Southend Hospital Discharge and Services for Return to Home.	Sandra Steeples Southend Hospital Discharge Manager	30 minutes
6	Oakhouse Foods – the company, product range and services.	Tracy Gilbey Oakhouse Foods	30 minutes
7	Question Time: Open forum for questions. Advanced notice of subject is an advantage to enable relevant information to be obtained ahead of the meeting to inform the discussion.	An open forum for questions whether related to this agenda or not	Chair discretion on time.
8	Close of meeting	Chair	

Minutes of Annual General Meeting 22nd March 2017

Agenda Item 1

Welcome, Introduction Apologies & Declaration of Interests:

1.1	Vice Chairman Derek Iles chaired the meeting in the absence of Mike Grimwade – and welcomed the Assembly. DI briefly outlined a change of speaker from that published in the Agenda. Regrettably Oakhouse Foods are once again unable to attend and instead Samantha Davis from the Dogs Trust will be talking about the work of the Trust and their Canine Care Card Scheme.
1.2	Apologies were received from Dave Monk who is on air this afternoon but sends a message for the Assembly. Mike Grimwade and Jill Allen King also sent their apologies (both attending a funeral).
1.3	No declarations of interest were received from the Assembly.

Agenda Item 2

Minutes & Matters Arising:

2.1	The Assembly agreed the minutes of the previous meeting held 7 th December 2016 as an accurate account of that meeting, approved and were duly signed by DI.
2.2	There were no matters arising.

Agenda Item 3

Correspondence:

3.1	An email (dated 21 st March) from our Honorary President Dave Monk - read out by DI. DM apologised for not being able to attend due to being on air on BBC Essex and made reference to the state of the NHS and the future of our health services. He encouraged us to have our say in future consultations on this and other relevant issues and praised the good work of the Assembly.
3.2	Correspondence referring to an 'Echo' newspaper-article dated Weds. 6 th March, submitted by AG (present at this meeting). AG shared details.

Agenda 4

Annual Reports & Election of Committee Members:

4.1	Chairman's Report: In the absence of Mike Grimwade the Vice Chair DI presented MG's report in which MG outlined the challenges facing OPA regarding its membership and maintaining sponsorships: he also mentioning the success of the 2016 Active Aging event. DI finished by reiterating MG's gratitude for the grant application bidding submissions carried out by the Treasurer LMc.								
4.2	<p>Treasurer Report: LMc presented the Annual Statement of Account she had prepared for the meeting; copies had been provided for all present. LMc advised that the OPA's accounting year end is 31st March and so the accounts cannot officially be closed before that date each year. However it is a requirement of the AGM that a statement of account is presented at the meeting and thus this interim Statement of Account is presented here today. The final account will be completed after the end of March, approved by committee in April, sent for external examination, presented to The Assembly at the June general meeting for ratification. LMc read out her statement and guided members through the Account Summary:</p> <table style="width: 100%; border-collapse: collapse;"> <tr> <td style="width: 70%;">Total Income for 2016/17</td> <td style="text-align: right;">£2,510.00</td> </tr> <tr> <td>Balance (b/f 2015/2016)</td> <td style="text-align: right;">£3,071.89</td> </tr> <tr> <td>Expenditure to date</td> <td style="text-align: right;">£1,770.53</td> </tr> <tr> <td>Account Balance 20/03/17</td> <td style="text-align: right;"><u>£3,811.36</u></td> </tr> </table> <p>LMc reminded the Assembly that a percentage of the account balance has restricted use i.e. 'ring-fenced' and thus can only be used for specified purposes and hence the account summary lists each of these funds separately. The SBC money awarded to OPA has conditional use, Leigh Lions monies are donated to OPA specifically for promoting/supporting our Active Ageing event and the balance of our Cory grant has restricted use for website/ communication costs. The non-restricted funds available</p>	Total Income for 2016/17	£2,510.00	Balance (b/f 2015/2016)	£3,071.89	Expenditure to date	£1,770.53	Account Balance 20/03/17	<u>£3,811.36</u>
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	total £290.28. LMc advised that no further expenditure before year end was anticipated and thus it is likely that the final account will be unchanged from that presented here today There were no questions from the floor. Treasurer's Annual Interim Statement of Account t was accepted by the Assembly. Adoption of the accounts was proposed and seconded. Signed by DI.
4.3	Election of Committee: LMc temporarily took the chair with Caroline Foley in attendance as the 'independent observer'. LMc confirmed that both Chair and Vice Chair had completed their two year term and so election to these posts was necessary and advised that both MG and DI had confirmed their wish to stand for re-election to the respective posts, no other nominations for these positions had been received. LMc then clarified the guidelines on term of office, application and election. She also clarified situation regarding committee members, confirmed that there had been one interim appointment to committee, Kate Shardlow, and this would require ratification at this meeting. The other current committee members had completed the first year of their two year term and so remained in post. However there were vacancies on the committee and this had been widely advertised but regrettably to date no applications had been received. LMc asked if there were any nominations/applications from the floor for any of the posts - none were forthcoming. LMc then proceeded with elections – advising that only full OPA members are eligible to vote: MG and DI were unanimously voted in as Chair and Vice Chair respectively by show of hands. LMc sought ratification of the appointment of Kate Shardlow to committee for a period of two years, unanimously agreed by show of hands. DI then resumed as Chair of the meeting. LMc thanked CF for her assistance as Independent Observer and also for all the administrative support throughout the year.
4.4	A short 'interlude' followed whilst committee members clarified why the first speaker had not yet arrived. Telephone calls were made on our behalf by CF
4.5	During this 'interlude' LMc responded to a question from the floor regarding the role and responsibilities of committee members. LMc provided advance notice of the Future East regional conference, which is due to take place in Southend on 27 th June and explained that the meeting will focus on Older Peoples' issues and include some keynote speakers. It will be an all-day meeting with lunch provided and members are welcome to attend - it is however a ticketed event so will need to book. LMc assured more information, as it becomes available, will be provided and will also appear in the next Newsletter. LMc also reminded members that if there were any topics the Assembly would like addressed in their Newsletter publication or at these meetings then to let the committee know. DI explained in a little more detail what happened to today's missing speaker from Oakhouse Foods and LMc then confirmed that unfortunately our other expected speaker from Southend Hospital Discharge Service would not be joining us as the hospital had gone onto 'Black Alert' and so managers were now unable to leave the hospital to attend our meeting.
Agenda Item 5	
Hospital Discharge Service:	
	DI again apologised for the late changes to our Agenda and thanked all for their understanding and confirmed that we would endeavour to re-arrange Hospital Discharge Service presentation for a future meeting. DI moved to the amended Agenda item 6 and welcomed Samantha Davis from the Dogs Trust who had kindly agreed to attend at very short notice.
Agenda Item 6 (published topic changed)	
The Dog's Trust:	
6.1	Samantha Davis began by introducing herself and the organisation saying: It used to be called the National Canine Defence League (NCDL), but became The Dog's Trust in 2003. Originally founded in 1891 by Lady Gertrude Stock. In 1967 a 'non-destruction' policy was introduced with a tag-line of "we will not put a healthy dog down". In 1978 the "a

	dog is for life not just for Christmas” campaign was created by Clarissa Baldwin – who later became CEO of the trust until 2014 when Adrian Burder took over as CEO. 2016 marked the 125 th anniversary of the Dog’s Trust and as part of the celebration a dog friendly garden was created at the RHS Hampton Court Palace Flower Show.
6.2	There are 20 re-homing centres that care for up to 15,000 dogs! In 2016 no other organisation re-homed more dogs than The Dog’s Trust. Priority is given to strays that have been sent from dog-pounds. There is a large site at Basildon where Sarah Morton is the dog-warden. The Trust waits for around 7-10 days for each stray dog owners to be found, after which the dog is put up for re-homing. Dog’s Trust is especially keen to support local families who have to part with their dog and many reasons result in having to re-home a dog: death in the family; owner moving home; financial problems e.g. hours/salary reductions. The average stay for a dog at the centre is between 4-6 weeks although a few are there over a year, and in rare cases it has occurred that a dog is happier at the Trust and stays as a permanent resident (like Harvey). All dogs are thoroughly assessed and for at least 7 days before being put up for re-homing. The staff get to know the dogs and their temperament etc. All dogs are exercised 3 times a day. There is also an ‘open door’ policy if anyone wants to help at The Trust. Before re-homing, all existing pets at the potential new home are taken into account.
6.3	Prior to re-homing there are several follow-up procedures that the Trust implements: home-visits take place to assess access to & security of gardens. All dogs are vet checked, vaccinated, neutered, microchipped and wormed. A donation of £120 is requested prior to the re-homing which contributes to the costs for that dog – very good value for money. Taking on a rescue dog can be trying or it can be as if they have always lived there! New owners taking on a Dog’s Trust dog are entitled to ‘free advice for life’. There is also an option for a collar, lead, bag of food, bedding and a toy to help the settling-in period. The Dog’s Trust guarantee they will take a dog back if needed. The newest site is off the A127 by Nevenden Road (was a boot-fair site). It was opened in June 2014, has 69 glass-fronted kennels and can care for up to 120 dogs at any one time. This year, 2017 the Trust want to re-home 1,000 dogs – a record. There are 50 members of staff and 80 volunteers who carry out the cleaning/ maintenance of the kennels, home-visits, and help with marketing etc.
6.4	Veterinary services are available on site at Basildon, with a surgical suite, hydrotherapy (only 2 centres have this), a grooming room and training hall incorporating behavioural consultations, paddocks with exercise areas and a play-time with no leads. Every breed of dog is seen at the Trust – not just ‘Staffies’ but also Lurchers, Jack Russels, Collies, Huskies and Malamuts. The Trust has a ‘Canine Care Card’ scheme for owners over the age of retirement which acts a little like a donor card and enables the owner to nominate what happens to their pet when they die or become too ill to cope and so an executors would know that the owner had opted for their dog to go to The Trust for re-homing and the Trust would know a little about the animal, its likes and character etc and will guarantee not to put any healthy dog down.
6.5	The ‘Hope’ project is for those dogs belonging to homeless people – providing free flea treatments, neutering, or re-homing. The ‘Freedom’ project helps owners fleeing from domestic violence – with a network of family carers they can remove themselves from danger and set themselves up elsewhere without the worry of leaving their pet behind.
6.6	Education is also very important to Dog’s Trust: with 24 education officers and 6 youth workers who visit primary schools to teach the children about being a responsible dog owner, that micro chipping is a legal requirement, picking-up after your dog – which is also a legal requirement. They also teach basic dog body-language and how to be ‘dog-smart’. The Trusts’ key objectives are (i) to stop healthy dogs being destroyed, (ii) preventative campaign against cruelty, (iii) new re-homing centres, (iv) helping dogs overseas. Sam invited each Assembly member to tell 3 people about The Dog’s Trust and so help her to ‘spread the word’ and she would be delighted to give a presentation talk to them as well.

6.7	The Trust also does regular sponsorship schemes for those who cannot own dogs, sponsorship is £1 a week, occasionally there are dogs who are happier at the centre – like Harvey (previously mentioned), and prefer life there. Dog’s Trust charity shops are also around – our nearest is in Rayleigh then its Colchester and Saffron Walden. The money from these shops helps support the re-homing centres. Additionally there are 2 main local fund-raising events at Barleylands.
6.8	<p>SD then took some questions from the Assembly:</p> <p>Q. Behavioural Consultation was mentioned earlier can you give more detail? SD explained there is a ‘Training Behavioural Team’ its a Dog’s Trust dogs school in Essex if owners need extra support. There is also a ‘Shared-Adoption’ scheme whereby Dog’s Trust supports the person in caring for the dog and depending on the needs of the dog and, if a good match with the person, can help with financial support.</p> <p>Q. Do Dog’s Trust help other animal organisations? SD explained Dog’s Trust does share with smaller organisations any excess donations of bedding etc given to them.</p> <p>Q. There is a notice of closure at the PDSA in York Road; can the Dog’s Trust help in any way? SD thanked the OPA member for this information as it makes The Dog’s Trust aware of any potential issues resulting from the closure of the PDSA services. The Trust however has no influence to prevent this sort of closure.</p> <p>LMc asked SD for a stock of Canine Care Card Scheme leaflets that could be handed to interested members of the OPA. Kate Shardlow highlighted that administering kennel-cough vaccine through a dog’s nose is inefficient; injections are better and more effective. KS asked for SD to pass this on to the Dog’s Trust.</p> <p>DI thanked SD for attending the AGM, and confirmed that members of The Dogs Trust team will attend the 21st October Active Ageing Event.</p>
<p>Agenda Item 7 Question Time :</p>	
7.1	DI advised that he was aware that members had issues that they had wanted to raise with Hospital Discharge Team and so OPA would be happy to collate the details of the concerns and perhaps raise with the service manager for comment.
7.2	Discussion from the floor regarding the hospital in general followed. Lack of information regarding the proposal for A&E closure was of concern to members. Chris Gasper (OPA member) who has been involved in the consultation etc was able to provide a degree of update and made reference to ‘the success regime’ and the Essex website: Sustainable Transformation Plan which also included the intended ‘Localities’ project. Chris Gasper is happy to keep members informed and if anyone wishes to speak directly to him his number is (01702) 612 783.
7.3	CS mentioned an ‘Echo’ newspaper feature ‘Save our A&E’ and advised that he attended a meeting last night and despite what may have been reported it’s clear that the A&E is <u>not</u> safe! Other members of the Assembly would like to know more and requested that we have a speaker on the subject of A&E. CG will provide DI with details of contact for DI to arrange.
7.4	DI thanked all for their attendance but highlighted there are over 260 members of the OPA – of which only 20-30 were present at this AGM! It was suggested asking Dave Monk our Honorary President of OPA if he could promote the meeting dates and subjects on air. No other questions from the floor. Meeting closed at 3.30pm.
<p>Agenda Item 8 Close of Meeting:</p>	
8.1	Next Public Meeting will be Wednesday, 7th June 2017.