

**TAVISTOCK DEMENTIA ALLIANCE**  
**AGM AND INFORMATION EVENT: MONDAY 8<sup>TH</sup> APRIL 2019 2pm**  
**THE BEDFORD HOTEL**

**Present:-** See attached list at Appendix 1

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**ANNUAL GENERAL MEETING**

**1. Introduction and report from Tony Parker (TP) – Chairman**

TP provided a summary of the year 2018/2019 year.

The year began with quite a significant event at the end of March last year. The Alliance was formally recognised by HMRC as a Community Interest Organisation. This was significant for a number of few reasons not least because it means we can now collect gift aid on certain donations!

TP reported that the Alliance was becoming increasingly frustrated by the demands of four separate organisations Dementia Friends; Dementia Friendly Communities; and Dementia Action Alliances - local and national. An Extraordinary Meeting of Trustees and the Steering Group was held in September 2018 to discuss a way forward. It was unanimously agreed to gradually withdraw from the national processes and concentrate on a practical and pragmatic focus in Tavistock and the surrounding area. TP stated that it wouldn't alter what the Alliance would do – just that will have more time to do it!

So far over 500 individuals in Tavistock and 41 businesses and social organisations have received dementia training, although our effort and emphasis has changed from the initial 'High Street' scheme, to those organisations that form the social fabric of our community – from the Churches to the Golf Club and everything in between. We have several other organisations waiting for training and recognition.

Another slight change in emphasis this year has been attempting to combat the two single biggest issues we have identified for those with a dementia and their carers, social isolation and loneliness; and the lack of a coherent and consistent support immediately following diagnosis.

So that's where our effort and focus will be in the coming year.

**2. Treasurer's Report**

CP gave an overview of the accounts as at 31.3.19 (see attached)

- The locality budget grant from DCC (Councillor Sanders) covers items such as stationery, information leaflets etc.
- We received a Lottery Grant of £4,000 towards the 'Tovertafel' project.
- We had a donation from the family of Dennis Carr in memory of his life, of £975.
- The most significant expenditure was for the development of the new website and information/advice leaflets for which donations had been received.

CP and TP corroborated that, unlike some charities, we do not fundraise to exist. We fundraise to provide support through projects and initiatives as they arise. As an entirely voluntary organisation we do not aim to have large reserves – or even any at all.

It was proposed by TP and seconded by GP to agree the accounts presented. See Appendix 2

### **3. Trustees of TDA**

Formal elections are due next year but for the year 2019/2020 all current Trustees have agreed to continue.

There are currently 6 trustees and TP advised that he would like to increase this to 8 – agreed by the committee. Lynn Roddy has been nominated to stand as a Trustee. Proposed by TP and unanimously agreed to invite Lynn to become Trustee.

TP asked if anyone in the audience wished to be considered for a Trustee post to meet after the AGM.

**The AGM then concluded at 2.20pm.**

The general public meeting continued with an update of the major projects envisaged for the Alliance 2019/20. It was stressed that the Alliance would continue to work with businesses and social organisations in the provision of free training to increase the awareness and understanding of dementia throughout Tavistock and the surrounding area.

### **1. Admiral Nurses - Stephen Pearson (SP)**

SP gave a brief overview of this project. The overall aim is to tackle issues of post diagnosis support and accessibility and signposting of support information. SP reported that the funding for 1 Admiral Nurse had been secured for 1 year with the post being located within primary care and the host (employing organisation) being Live Well South West. SP then took questions from the floor. These were: -

- Is there going to be a day centre and respite facility available? SP agreed that this was a vital requirement however funding was an issue which needed to be addressed from statutory groups. He said that while the funding and appointment of an Admiral Nurse was a great step forwards it not a panacea. All hoped that once he/she is in place and has proved their vital contribution, that local commissioning groups would then come forward with future funding.
- Is there a danger the Admiral Nurse would be working in isolation and become overwhelmed by workload? SP agreed there needed to be an infrastructure to support the Admiral Nurse. This could be the employment of one or two 'Dementia Navigators' - which had been piloted successfully in other regions. Such Navigators would be the first point of contact for those diagnosed and their carers – acting as a direct liaison with families and a 'screening' type role for the Admiral Nurse.
- How long will it take to recruit and who will do this? SP reported that the whole process would be overseen by Dementia UK who already have a recognised and robust recruitment process but emphasised there are already protocols and templates in place to expedite recruitment.

## **2. Dementia Friendly Church Trails – Geri Parlby (GP)**

GP said this is an initiative supported by the Arts Society and St Eustachius is the first church in the country to have introduced the concept. The idea is to promote cognitive stimulation for those with memory loss by using the deep seated and possible long associations people have with churches. Participants follow a trail around the Church with discussion points. GP reported that the next aim is to widen this trail concept out to local churches – so that a Tavistock Church Dementia trail can be introduced – in the same way as a Heritage trail. TP stated that this is also being discussed on an Anglican Church Benefice wide initiative on high Dartmoor.

## **3. Website – information and advice leaflets – Tony Parker (TP)**

TP reported that the newly designed and update website would be ‘going live’ in next couple of days. While this has taken some 3 months to develop it now delivers easily accessible information; provides answers to frequently asked questions; and offers signposting to local professionals who can provide support. Importantly, new information and advice leaflets have also been produced – with a coherent design and content to the website – to provide accessible printed information which will be available at many outlets. The first leaflets and the website link available to all at the meeting.

## **4. Tovertafel – Interactive ‘magic table’ – Tony Parker (TP)**

TP explained, for those who hadn’t as yet had the opportunity to see the Tovertafel, that the table consists of a series of interactive light games projected on to a table or floor. ‘Games’ are specifically designed for two groups living with cognitive challenges: people living with a dementia and adults living with learning disabilities. The Tovertafel is valuable both from a cognitive stimulation and a social engagement point of view. While £4,000 has already been secured, the Alliance is seeking a further £2.5k to realise the aims of the project. It is anticipated that the Tavistock Library and local Care Homes will use the facility this offers – although there are acknowledged issues still to be addressed re transportation of the equipment and insurance.

## **5. Dementia-friendly swimming: re-launch – Tony Parker (TP)**

TP explained that the initiative regarding dementia friendly swimming had been temporarily suspended during the cold winter months – but it would be restarting in May 2019! The benefits of gentle physical exercise and reduced social isolation were acknowledged and it was hoped the Alliance could develop this project during the year.

Invitation to cream tea!

TP invited all to tea – and to experiment with the new website link; look at the new information and advice leaflets; and see ‘Book-of-You’ with Sara Burgess.

Meeting ended 4.10pm.

Signed..... Date .....

## **TAVISTOCK DEMENTIA ALLIANCE MEETING**

## **Appendix 1**

**MONDAY 8<sup>TH</sup> APRIL 2019**

### **ATTENDEES**

Sara Burgess	Book of You
Anne Reed	Chilcott's Solicitors
Graham Coiley	Amano Technology
Annmarie	CWC Solicitors
Victoria	CWC Solicitors
Tim Roberts	Fatcalf Media
Tori King	Kinship Connect
Kevin Cowie	Kinship Connect
Heather Rayne	Memory Café
Dee Nicholds	TDA
Chris Palmer	TDA
Tony Parker	TDA
Geri Parlby	TDA
Alan Payne	TDA
Stephen Pearson	TDA
Susan Smith	
Gill and Jo	Tavy Care
Robert Weston	URC Tavistock Area Churches
Mike James	West Country Financial
Tina Martin	West Country Financial
Cathy Leek	West Country Financial
June Wildman	Carer Ambassador
Sue White	
Barbara Howland	Carer
John Bull	Memory Café

## Appendix 2



CHARITY COMMISSION  
FOR ENGLAND AND WALES

Tavistock Dementia Action Alliance

1177430

## Receipts and payments accounts

For the period  
from

01.04.2018

To

31.03.2019

### Section A Receipts and payments

	Unrestricted funds to the nearest £	Restricted funds to the nearest £	Endowment funds to the nearest £	Total funds to the nearest £
<b>A1 Receipts</b>				
26.03.19 Donation	25	-	-	25
25.03.19 Donation	20	-	-	20
25.03.19 Donation	10	-	-	10
25.03.19 Donation	563	-	-	563
06.03.19 Donation	25	-	-	25
05.03.19 Donation	25	-	-	25
05.03.19 Donation	50	-	-	50
19.02.19 Donation	100	-	-	100
13.02.19 Devon CC Locality Budget		950	-	950
30.01.19 Donation	50	-	-	50
18.01.19 Lottery Grant Tovertafel		4,000	-	4,000
14.12.18 Donation	100	-	-	100
14.12.18 Donation	50	-	-	50
14.12.18 Donation	50	-	-	50
14.12.18 Donation	50	-	-	50
02.11.18 Donation	100	-	-	100
15.10.18 Donation	25	-	-	25
07.08.18 Donation	52	-	-	52
24.07.18 Donation	225	-	-	225
	-	-	-	-
<b>Sub total</b> (Gross income for AR)	1,520	4,950	-	6,470
<b>A2 Asset and investment sales, (see table).</b>				
	-	-	-	-
	-	-	-	-

<b>Sub total</b>	-	-	-	-
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<b>Total receipts</b>	1,520	4,950	-	6,470
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### A3 Payments

04.04.18 Dartmoor Nordic Walk	50	-	-	50
04.04.18 Dee Nicholds Honorarium	446	-	-	446
24.04.18 Mount Kelly Swim	84	-	-	84
18.06.18 A Parker Re-imbursement: for invoice paid	103	-	-	103
18.06.18 Tavistock Times launch article and advert Dementia Trail	112	-	-	112
11.10.18 Mount Kelly Swim	56	-	-	56
11.10.18 Mount Kelly Swim	60	-	-	60
16.10.18 The Bedford Hotel 'Extraordinary Meeting' refreshments	28	-	-	28
05.11.18 Dee Nicholds Honorarium	374	-	-	374
21.01.19 Mount Kelly Swim	60	-	-	60
06.02.19 A Parker Re-imbursement: for invoice paid website development	1,074	-	-	1,074
	-	-	-	-
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	2,448	-	-	2,448

<b>A4 Asset and investment purchases, (see table)</b>				
	-	-	-	-
	-	-	-	-
<b>Sub total</b>	-	-	-	-

<b>Total payments</b>	2,448	-	-	2,448
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<b>Net of receipts/(payments)</b>	- 928	4,950	-	4,022
<b>A5 Transfers between funds</b>	-	-	-	-
<b>A6 Cash funds last year end</b>	1,111	-	-	1,111
<b>Cash funds this year end</b>	183	4,950	-	5,133

## Section B Statement of assets and liabilities at the end of the period

Categories	Details	Unrestricted funds	Restricted funds
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**B1 Cash funds**

Lloyds Bank

**Total cash funds**

(agree balances with receipts and payments account(s))

to nearest £

183
-
-
183

to nearest £

950
4,000
-
4,950

OK

**Unrestricted funds**

OK

**Restricted funds**

to nearest £

to nearest £

**B2 Other monetary assets****Details**


-
-
-
-
-
-

-
-
-
-
-
-

**B3 Investment assets****Details**


**Fund to which asset belongs**


**Cost (optional)**

-
-
-

**B4 Assets retained for the charity's own use****Details**


**Fund to which asset belongs**


**Cost (optional)**

-
-
-
-

**B5 Liabilities****Details**


**Fund to which liability relates**


**Amount due (optional)**

-
-

Signed by one or two trustees on behalf of all the trustees

**Signature**


**Print Name**

A.F Parker
G Parlby