

**MINUTE OF MEETING OF THE HIGHLAND SENIOR CITIZENS NETWORK HELD AT INSHES CHURCH,
INVERNESS AND VIA ZOOM ON MONDAY 27 MARCH 2023 AT 10:00**

Present: Ian McNamara, Chair
Isla Cuthbert
Robert Kay
Bet McAllister
Lesley McDade
Ann McKay
Joan Philip
Rob Polson (Zoom)
Irene Robertson (Zoom)

In

Attendance: Anne McDonald, Coordinator

Apologies – Councillor Bill Boyd, Jo Cowan, Brian Devlin, David Hannah, Donalda Mackenzie, Councillor Isabel MacKenzie, Councillor Thomas MacLennan and Brenda Nicolson

1 WELCOME AND APOLOGIES

The Chair welcomed everyone to the meeting. Apologies were as noted above.

2 DECLARATIONS OF CONFLICT OF INTEREST

There were none declared.

3 NEW MEMBERS

No new applications had been received.

4 NEW TRUSTEES

There were no new Trustees.

5 MINUTE OF 27 FEBRUARY 2023

The Minute of 27 February 2023 was approved.

Proposer: Joan Philip

Seconder: Isla Cuthbert

6 MATTERS ARISING

(a) Policies Review

Work was underway on the policies previously identified as requiring amendment to ensure they were fit for purpose. The Retention Policy and arrangements for the storage of documents also needed to be reviewed. It was suggested that the Board take the opportunity to consider if the current list of policies was comprehensive or whether there were any other relevant policies that HSCN should adopt.

(b) HSCN Constitution

The constitution stated that applications for HSCN membership required to be submitted to the Board of Trustees for approval, and that members should inform the organisation in writing if they wished to cancel their membership. After discussion the Board recommended that both these clauses, which they considered unnecessary, be deleted from the constitution. The proposed amendments would be submitted to the Annual General Meeting in September for ratification.

(c) HSCN Information Leaflet

Anne had revised the leaflet and asked the Trustees to let her have any comments or suggestions on the draft document. It was agreed that the leaflet would be printed in colour.

(d) Members' Survey of HSCN Priorities 2023 - 2025

Prior to the meeting Jo had circulated a draft questionnaire to the Trustees for comment. Rather than sending the questionnaire out with the March news-sheet, as originally intended, the Board decided that it would be mailed separately to the membership in April.

(e) Risk Register

It was agreed that a small working group comprising the Chair, Robert, Ann and Isla would take forward the development of a Risk Register to identify actual and potential risks. The Board also agreed the importance of maintaining a document to record positive outcomes achieved in respect of HSCN's aims and objectives.

7 NEWS-SHEET

The March edition had just been issued. It was agreed that the next news-sheet would go out at the end of May.

8 THREE YEAR WORK PLAN 2022 – 25

There was a brief discussion on potential sources of funding during which the Chair gave details of a grant application he was currently considering.

9 OLDER PEOPLE'S CHAMPIONS – ISSUES FOR DISCUSSION

No issues were raised.

10 COORDINATORS' REPORTS

Reporting on activity, Anne noted that more face-to-face meetings were being held, and several dates had been arranged for get-togethers. There was growing interest from groups to use the Kurling and Boccia equipment. The 100th tea-break would take place on 30 March 2023.

11 MEETINGS ATTENDED

Reports were received from Trustees on meetings attended as follows:

- Strategic Planning Group – Adult Social Care 16 March 2023 (Chair)
- Royal British Legion Scotland – National Board of Trustees (David)
- UNISON Highlands Area Local Government Branch AGM (David)
- Sutherland Walkers Group AGM (David)

12 COMMUNICATIONS GROUP

The Board noted the circulated minute of the Communications Group meeting held on 20 March 2023. The Chair referred in particular to the discussion that had taken place regarding the Annual Conference and potential topics and speakers.

13 SCAMS AWARENESS PEER SPEAKING PILOT

The latest news-sheet had included an article about the scams awareness pilot to bring it to members' attention and inviting groups to contact the Coordinators if they would like to receive the presentation.

14 FINANCIAL REPORT

The Board received and noted the circulated financial statement for February 2023.

15 ANY OTHER BUSINESS

(a) Great Wilderness Challenge 12 August 2023

The Chair advised that the Coordinators and several of the Trustees would be taking part in this year's Challenge.

(b) Highland Pride 22 July 2023

It was confirmed that Jo had been in touch with Age Scotland to ask if they would be interested in partnering with HSCN for this event, and their response was awaited.

(c) Solar Bear Theatre Production, Merkinch Community Centre 29 March 2023

Anne gave details of a get-together for HSCN and the Merkinch Community Centre Lunch Group at which a play would be performed by Solar Bear, a theatre company working with deaf and hearing actors with the aim of making theatre accessible to everyone.

16 DATE OF NEXT MEETING

The next Board meeting will be held at Inshes Church, Inverness on Monday 24 April 2023. The Zoom facility will be available for members who cannot attend in person.