

MINUTE OF MEETING OF THE HIGHLAND SENIOR CITIZENS NETWORK HELD AT INSHES CHURCH, INVERNESS AND VIA ZOOM ON MONDAY 28th AUGUST 2023 AT 10:00

Present: Ian McNamara, Chair
Isla Cuthbert
David Hannah
Robert Kay
Lesley McDade
Ann McKay
Joan Philip
Brenda Nicolson
Rob Polson (Zoom)
Irene Robertson (part attendance -Zoom)

In Attendance: Jo Cowan, Coordinator
Anne McDonald, Coordinator

Apologies – Brian Devlin, Bet McAllister,
Isabelle Mackenzie (Highland Councillor)

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

The Board noted several new individual applications had been received.

4 NEW TRUSTEES

There were no new Trustees. The resignation of Donalda MacKenzie was noted.

5 MINUTE OF 29 MAY 2023

The Minute of 26th June 2023 was approved.

Proposer: Isla Cuthbert

Secunder: Robert Kay

6 MATTERS ARISING

(a) Policies Review The progress of the Working Party was noted. A revised list of policies was now completed and the Working Party would meet after the Annual Conference to continue progress. Certain Policies required a named trustee contact to act as the lead for the policy. David volunteered to be the contact for the Health & Safety Policy and Robert the contact for Safeguarding. The necessity to identify and record the Line Manager for employees as a part of the policy review was noted. It was also agreed that HSCN should have a record of Trustees' Next of Kin or 'Buddy', whichever is appropriate so that should the need arise they can be contacted. Anne offered to forward the Data Form used by Black Isle Cares for this purpose. There was discussion around Safeguarding and the benefit of Trustees participating in an 'On Line' course covering the issue. Jo agreed to pursue the details of the course.

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

There was further discussion on the proposed Members' Survey. It was agreed time needed to be taken to get it right. It needed to be relevant and focused and not unduly long. Asking members if they wished the Annual Conference to continue to be included. It was also agreed that a pilot should be trialed with Trustees.

7 REGULAR REVIEWS

(a) Risk Register

Robert took the meeting through the existing Risk Register and relevant updates noted. He agreed to revise the existing Register to include these. It was noted that HSCN should draw up a list of tangible assets.

Jo highlighted the need for caution when Trustees forward emails. Data Protection would demand that the BCC facility is used regularly to avoid inadvertently giving email addresses to third parties.

(b) Highlights and Success Stories

It was noted that the HSCN Stall at the Highland Pride event had attracted a lot of interest and new members recruited and contacts made.

8 NEWS-SHEET

The dates for the next two issues, leading up to the end of the year, had been agreed by the Communication Group at its last meeting. It was noted that there are fewer complimentary feedback responses after the recent News-sheets have been circulated. Anne and Jo reported that there is no shortage of material from other organisations wishing to use the HSCN News-sheet as a mouthpiece for their own organisation.

9 FUNDING UPDATE

Isabelle MacKenzie had drawn the Rayne Foundation to the Chairman's notice as a possible source of Grant Funding. Jo had some previous experience of the Foundation and is working with the Chairman to submit the Stage 1 Application that chimes with the Foundation's expectations and HSCN's aspirations.

10 OLDER PEOPLE'S CHAMPIONS – ISSUES FOR DISCUSSION

Councillor MacKenzie had drawn the Trustees attention to the Highland Health & Social Care Partnership Strategic Plan for Adult Service 2024 - 2027 which had recently been circulated to Councillors. The Board were aware of the Strategic Plan and had contributed to the Working Party that produced the Strategy. The document is being distributed widely for consultation in digital format. The Chairman agreed to contact the Working Party Lead to see if Hard Copies are available for those not digitally connected.

It was noted that The Highland Council have appointed a new Veterans Support Member, Lesley Anne Niven. It was suggested that contact be made with her to ask if she wished to be included in HSCN activities.

11 COORDINATORS REPORTS

The wide ranging ongoing activities of both Anne and Jo were noted. Anne updated the resumed Tea-Break activities which will include the Care Inspectorate seeking feedback on their new inspection forms and her planned working with Culduthel Care Home. Jo commented on the lack of coordination of interested parties involved in the development of the new hospital in Fort William.

12 MEETINGS ATTENDED

None to report

13 COMMUNICATIONS GROUP

The Board noted the circulated minute of the Communications Group meetings held on 31st July and 21st August 2023.

14 HSCN ANNUAL CONFERENCE 13 SEPTEMBER 2023

Arrangements for the event were discussed and the group organising the Conference were to meet at the Kingsmills Hotel after the Board Meeting to finalise arrangements. The disappointing numbers attending to date was noted. The need to send out a reminder to members was noted.

15 SCAMS AWARENESS PEER SPEAKING PILOT

The Scam Awareness presentations continue to be well received and Joan and Robert are to present at the Annual Conference – explaining how the initiative arose out of discussion at the last Annual Conference.

16 FINANCIAL REPORT

The Board received and noted the circulated financial statement for June and July 2023 along with the summary of the Annual Accounts for 2022 - 2023. The accounts for the last financial year were currently being examined by an external auditor, Volunteering Action Lochaber.

17 ANY OTHER BUSINESS

(a) Great Wilderness Challenge 12 August 2023

The participation of those taking part was noted. It was suggested that in future more members be recruited to participate.

(b) Community Partnership Conference

This Conference planned for Wednesday 8th November was noted. It is hoped HSCN will be represented. Lesley agreed to run an HSCN stand.

(c) NHS Highland Annual Review

The NHS Highland Annual Review on 29th September review which is open to the public was noted.

(d) SOPA Annual Conference

The SOPA Annual Conference to be held on 9th October was noted. HSCN had been invited to make a short presentation and to run a table. Anne, Jo and Brenda to attend and undertake both a presentation and a table.

(e) Cold Caller Stickers

A supply of Cold Caller Stickers had been obtained for distribution.

(c) The Great HSCN Pen Debate

To be continued.....

18 DATE OF NEXT MEETING

The next Board meeting will be held at Inshes Church, Inverness on Monday 25th September 2023. The Zoom facility will be available for members who cannot attend in person.