

'Healthy, Happy and Involved'

Whitestone Health and Wellbeing Project Meeting

Thursday 13 April 2017 at 1pm

Meeting notes

Present:

Di Kent
Hay Sharma
Sacha Simon
Ian Cumming
Andrea Randall
Cllr Jeff Morgan
Mike Slemensek

Apologies:

Rachel Robinson

1. Notes from previous meeting and actions

1.1 The notes were agreed a true record and all actions completed.

2. Survey form update and survey launch

2.1 Mike tabled a paper copy of the proposed questionnaire survey form. Following discussion a number of amendments and additions were proposed and it was agreed that following those changes, the questionnaire could be taken into use. The board expressed their thanks to Rachel for the work she has done on developing the questionnaire form.

2.2 Mike also tabled a draft press release for consideration as part of the survey launch. Some amendments were agreed and Mike will now take this to WCC Marketing and Communications Team for their approval and release to the media. Mike stated that the survey would begin from 14th April with the paper version of the (revised) form being distributed with self-addressed envelopes and a poster at 5 locations in the Whitestone community. Mike will deliver these tomorrow afternoon. The media launch is planned to take place after the Bank Holiday week-end when the in-line survey form will also go live.

ACTION: Mike

3. Door knock survey plans

3.1 Door knock survey plans. Mike outlined the steps that would be taken to deliver the door knock part of the survey. Mike proposed that the activity should take place near the end of the on-line survey period. Board members felt that this was a long while to wait and that the door knock should be carried out as soon as practicably possible. Mike felt it could be done sooner and would review the time-scales and report back to the board.

ACTION: Mike

4. Project funding

- 4.1 Confirmation was given that all funding applications have been successfully achieved and this will enable the project to successfully move forward with its objectives. This includes £2,000 granted from WCC Public Health Team and WCC Localities Team to the PPG for publicity and promotion of the project and a further £2,000 from the Localities Team to Guideposts for provision of free subscriptions to HERE. Cllr Morgan has approved a grant of over £5,000 to cover the costs of developing the health and wellbeing hub activities and sessions for the forthcoming year. The board expressed its gratitude to Cllr Morgan for the support being given to the project.

5. Sub – group meeting

- 5.1 Members discussed the recent inaugural meeting of the project sub-group. The meeting was felt to have been successful and positive and Mike will be arranging a further meeting on a month's time. The group came up with a range of useful suggestions and ideas which have been captured and will be incorporated into the project work.

6. Directory of Services Booklet

- 6.1 Ian updated the board on the development of the booklet which is now almost finalised. Discussion turned to getting these produced in sufficient numbers for distribution during the door knock and Ian agreed to get quotes for printing off 3,000 copies. Ian also copies of a Dementia Awareness booklet which he will make available for the project team to distribute during the door knock.

ACTION: Ian

7. AOB

- 7.1 Di is arranging an open day on 10th June using the Healthy, Happy and Involved Theme.
- 7.2 Jeff announced that the Heart of Whitestone Residents Association is holding an Assisted Living fair on 16 September and they have offered a table for the project team at the community Centre. They will be having a meeting on 7th July.
- 7.3 Mike is working with a number of organisations and community groups to hold a 'United against Dementia' Conference at Bedworth Civic Hall on 18 May. Board members are invited to attend.

8. Next Meeting

- 8.1 The next meeting will take place on Thursday 11 May 2017.