



MINUTES
Dementia-Friendly Alton Open Meeting
Wednesday 22nd January, 2025
18:00 – 20:00
Alton Assembly Rooms

Item		Action
1	Present: Karen Murrell, Anne Mattock, Deb Balmer, Anne Heath, Norman Jones, Marlowe Bramich, Sarah Gardner, Lyn Baines, Debbie Parr, Nicky O'Donnell, Emmanuel Eke, Rita Farrin, Keith Snelling Apologies: Dione Watson, Linda Rutter, Becky Shaylor, Jan Atkins, Geoff Goddall, Elaine Holloway, Lianne Simpson, Celia Singleton, Kat Nottbridge, Livvy Penfold	
2	Notes from Last meeting / Matter arising: Reviewed and agreed. Matters arising: LR is now taking over the monitoring the small / medium grants. SG has taken over co-ordination of volunteers.	LR/SG
3	Meeting Centre Feedback: Progress: KM advised that first year of the Lottery Funding figures have been submitted. On Thurs.6th Feb. a representative from the National Lottery will be visiting the DFA at the AAR at 3 pm. KM to arrange some activities as an extra for that Thursday afternoon – to encourage members to stay on till 3.30 / 4 pm so they can chat to Lottery Rep. KM to liaise with AH re organising a speaker for the members. Hampshire Activities: The physical activity project is due to finish at the end of Mar. CS conducting evaluation programme for feedback in liaison with KM New Developments: Health on the High Street: Following on from the Health & Wellbeing Day held on 6th Nov., Health on the High Street, working with the NHS, takes place in the main hall every Wednesday 10:00– 2:00. The event is making good progress. On four dates each year the Health event will go out to rural locations- the first one of which is 29th Jan at Four Marks. Carers Exercise: New session from 1-2 on Wednesdays is going well. Neuroactive Chairobics Class: to commence 29th Jan., with chair based Exercises, specifically targeting people with health conditions such as stroke, parkinsons, MS – but also our members NUTURE programme: for young and / or onset dementia. Meeting held at Alice Holt & will continue on the 3rd Thurs. of each month. Open Access Arts: Friday workshops to complete 24th Jan with a party to celebrate. A successful programme – will take many of the new ideas and partnerships forward to creative productions in the future. Thank you card / gift to be awarded to OAA on Friday 24th Staff/Volunteers rota /additional roles opportunities: See spreadsheet sent to all for comment – Sarah will make any changes and current version to be displayed in office for all to see	KM/AH CS/KM KM ALL SG
4	Volunteer Strategy: Induction: Will be taken over by SG. Monthly meetings: Induction: will be held on the 1st Tues. of each month. Volunteer drop-in meetings: these are being held on the 2nd Tues. of each month. Formal Training: this will take place on the 3rd & 4th Tues. afternoon each month. Fire Marshall Training: to be revisited following problems with alarms & zoning. Policy updates: These are available on the DFA website. Leaflets required for new volunteers & training.	SG KM KM
5	Lamplight: has been reviewed & updated. Forums to commence to share ongoing development with regular users	
6	Finance report: meeting has been held & funding is in order.	

7	Events held: Craft Fair 2nd Nov. – good event. Yuletide Festival 22nd Nov. – well attended. Team Christmas event 28th Nov. – well supported. Christmas lunch for members 14th Dec. – successful day. The Sharing Events 13th & 20th Dec. – all went well. Video of performances to be received from OAA group. It was suggested that members could take part in singing carols this coming Christmas. It was noted that the u3a ukulele band could perform some Wednesdays when the Hub is not in use.	KM KM
8	Future Events: Panto 23rd Jan. – KM to arrange donation to Holybourne Theatre for refreshments. OAA End of Programme & Party 24th Jan. Veterans Stakeholder event 24th Jan. – to be held at the Festival Hall, Petersfield. KS to attend. Health on the High Street Rural Four Marks 29th Jan. – Volunteer's Day 26th Feb. – DFA will have a stand. Event takes place from 10:00 -2:00 Flourish in the Forest 1st Mar. – will restart. Dance Day 2nd Mar. – As proposed by Angela Ripon. DP to organise with KM	KS KM KM/KS ? others Flourish team DP/KM
9	Marketing Strategy review: Information hub to be tidied up after secondary glazing is complete. More leaflet stands have been ordered since last request	
10	Assembly Rooms development update: CIL funding being spent on building works. Window schedule ongoing with work on lower room to commence 27th Jan. On Tues.28th Jan. electrical testing will be completed. On Wednesday 29th – Friday 31st new sound system going in. Upstairs room to be used for activities. Flooring work to commence once window installation is complete. Also, dividing door to be installed in rear room. On Thurs. 30th Jan. sound system speakers to be installed; so DFA may need to be upstairs. Fri.31st Jan. “Tea for two” will use the main hall. Tables to be arranged to form a more compact area. Venue Hire & Marketing: FAARS – Comedy Night 28th Mar., 80's Night 29th Mar., Pink Floyd Tribute 26th Apr.	GG/MB
11	AOB: A charity night for Bushy Leaze is being arranged for the May half term 30th May. Key Lime Pi hopefully to be booked. The Doll's House exhibition, which is usually held at the Curtis Museum, may be held at the AAR this year on weekend of 19/20 July – TBC – Debbie and ? Karen can cover - ? can anyone else help ?? The meeting was closed at 8:05pm.	KM DP/KM
12	Proposed dates for Open Meetings for 2025 – all 6:00-8:00 pm at the Alton Assembly Rooms: - Wednesday 30th April 2025 - Wednesday 16th July 2025 - Wednesday 15th October 2025 (All staff & volunteers welcome, meetings follow one week on from Trustee meeting).	