



## Meeting of NP3's Working Group for Older People Wednesday 22 March 2017 at Henleaze Library

### Present:

Helen Furber (HF) [Chair]  
Gay Huggins (GH)  
John Moore (JM)

Janet Brewer  
Andrew McGrath (AM)  
Peter Robottom

Geoff Gollop (GG)  
Mildred Miller

### Apologies:

Valerie Bishop (VB)  
James Lynch (JL)

Graham Donald (GD)

Audrey Indge

- 1 Welcome** HF welcomed everyone to the meeting. She explained that VB was ill and unable to chair the meeting.
- 2 Apologies** As above.
- 3 Notes of last meeting** Approved.
- 4 Bristol City Council (BCC) funding** GG provided an update.  
  
It was agreed that discussions should move forward during the meeting on the basis that no further funding will be provided by BCC.  
  
There is a possibility that the WGOP (or any successor group[s]) might be able to apply for BCC wellbeing funds (once it has been decided what will happen after Neighbourhood Partnerships [NPs] cease to exist) but we should discount the possibility for now.
- 5 Other funding** The WGOP holds funds totalling £511.80.  
  
A number of organisations are potential providers of funding so, if we identify activities requiring additional funds, we should be ready to investigate potential sources and to complete grant applications.
- 6 Core requirement** It was agreed that whether the WGOP continues in its current form, or on a ward basis, the core requirement is to have constantly updated information on activities which are available for those aged 55 and over. The information does not necessarily have to be printed in a LinkAge booklet.
- 7 Actions** After a discussion about what we need and how to go about obtaining the information, the following actions were agreed.
  - a) WGOP (or successor) meetings should continue.

- b) Post NPs, the WGOP Constitution will need to be updated or replaced.
- c) Instead of updating issue 2 of the LinkAge ‘*What’s On for Over 55s booklet*’, data will be collected by group members and included in an excel spreadsheet. The spreadsheet will be made available to any group members/ community groups/ others that request it.
- d) At the next meeting the data fields for the excel spreadsheet will be discussed and finalised. Proposed fields are included in the Appendix to these notes.
- e) To ensure the data can be broken down between wards/ other areas, a postcode will be included for each venue.
- f) All group members will consider possible entries for the database (sources of information will include the ‘LinkAge data’ already held, information from community publications such as BS9 and Henleaze & Westbury Voice, churches and community groups).
- g) JM advised that he is prepared to ‘take on’ a work experience student at Home Instead. The student could make telephone calls to help populate part of the WGOP’s database.
- h) If a group wants to use the database information (or any part thereof) for a printed document, they are welcome to do so but that group will be responsible for its publication and production costs.

**8 Database**

Guidance is being sought from Bristol City Council about data protection/ transfer issues following the cessation of NPs. It is hoped that an update will be available at the next meeting.

**9 Next meeting**

Tuesday 9 May – 10.15 am at the Eastfield Inn.

HF/ 1 April 2017

**Appendix – Possible database fields**

- Title of activity
- Gender specific?
- Age requirements (e.g. over 55s, all ages etc)
- Frequency (e.g. weekly, monthly etc)
- Ongoing? (if not include start and end dates)
- Time of meetings
- Disabled access/toilets?
- Description of event
- Notes (if any)
- Venue address (including postcode)
- Cost
- Contact/Contact details