


Working to Build a Dementia Friendly Hartlepool
Project Steering Group Meeting
Held on 15th December 2016 at Hartfields Retirement Village

Present:	Caroline Ryder-Jones (CRJ) Corinne Walsh (CW) Jacqui Tucker (JT) Joanne Blackwood (JB) Jenny Foster (JF) Mark Rycraft (MR) Kayleigh Connolly (KC) Chantelle Doughty (CD) Andrew Ball (ABall) Phil Spencer (PS)	TEVW NHS Dementia Collaborative HBC Hospital of God Hartlepool Carers Middleton Grange Carewatch Hartlepool Carewatch Hartlepool DAA Cleveland Police
Apologies:	Kate Thompson Michael Slimmings Kelly Robson Laura Robinson Steve Doughty Denise Sparrowhawk Annalise Barber (AB) Jeanette Willis Stephen Thomas Steven Carter Heather Bellwood	JRH Incontrol-able Approach Training Safely Hospital of God Carewatch Hartlepool Hartlepool Library TBI HBC Health Watch HBC Children's Librarian

Item		Action
1	<u>Minutes from Last Meeting and Matters Arising</u> Minutes were agreed and updates of items were on the agenda. 5 - Outstanding item re new membership – to request update from KT 6 – Dementia Friend Champion training on 23/1/17 – four spaces still. People encouraged to do this. 7 – Fifteen responses from the head teachers meeting. To be followed up by dementia friendly schools group. ABall encouraged CW to submit an application for dementia friends	<div>CRJ</div> <div>CW</div>

Item		Action
	<p>community awards next year.</p> <p>8 – CW agreed to be vice chair.</p>	CW
2	<p><u>DFH Charitable Status and Fund</u></p> <p>AB has completed most of the application for the charitable status in her own time but there is more to do. She suggested a colleague could complete this if trustees agree to fund it in order to achieve quick completion. The group agreed if the fees were agreed by the trustees, it was best to proceed. AB to confirm fees and CRJ to update trustees and proceed if approval given.</p> <p>(Update post meeting – fees of £264 agreed by trustees AB to proceed).</p>	AB & CRJ
3	<p><u>Herbert Protocol</u></p> <p>ABall introduced PS to the group. PS explained about the Herbert protocol. A link for further information is https://www.cleveland.police.uk/advice-information/HerbertProtocol.aspx</p> <p>The Bridge and mental health services have copies of this and will promote it.</p> <p>CW queried whether the police would hold a data base. PS stated currently they don't but he is happy to hold forms if people would like to send them in.</p> <p>MR was keen to develop further links with this work and will liaise with PS re opportunities.</p> <p>Action: JB to discuss with The Bridge ways of promoting the protocol.</p>	JB
4	<p><u>Middleton Grange – wristband project</u></p> <p>MR shared an idea about use of a wrist band as a safety mechanism within Middleton Grange. People living with dementia could register for this and wear a purple band in the centre that had emergency contact details that staff could use to contact help if needed. He had shared it with the DEEP group who were supportive of the shopping centre being more dementia friendly as all used it regularly.</p> <p>During discussion it was suggested that it might be helpful to utilise the Herbert Protocol and increase the number of dementia friendly shops in the centre and improve dementia</p>	ABall & MR

Item		Action
	<p>embedded. CRJ and LR to collate a pack for ambassadors to use when doing outreach work.</p>  <p>Dementia Friendly Hartlepool Crib Sheet</p>	
7	<p><u>Dementia Awareness Week (DAW)</u></p> <p>CW advised it is 15-19th May. A sub group is planning events with a launch at the bowls group and a finale at the Borough Hall. For more information or to get involved contact CW.</p> <p>The group discussed using funds for music in hospital to support DAW; purchasing badges for the walk, promotional material, raffle prizes and food for the celebration event would be appropriate. Where items could be donated that would still be appreciated.</p>	CW
8	<p><u>Finances</u></p> <p>CW advised that HVDA are holding funds of £1,642.09 which is to be transferred to Tilly Bailey and Irvine who will hold the account for DFH.</p> <p>Bills for music in hospital (£140.40) and Banners (£50) are to be paid.</p>	
9	<p><u>Dates of meetings in 2017</u></p> <p>27th April</p> <p>21st June</p> <p>20th September</p> <p>13th December</p>	