

Solva Care
Registered Charity Number 1172878

Charity Board of Trustees

Minutes of the Meeting held on Tuesday 6th October 2020 at 10 a.m. via video conferencing (Zoom).

In Attendance:

Trustees: Mollie Roach (Chair), Sue Denman, Fran Barker, Carol Ann Jones, Barbara Bale, Sarah Burns, Enid Morgan, Wendy Wright, Sandra Young (observer).

Coordinator: Lena Dixon

Clerk/Treasurer: Bruce Payne

1. **Welcome and Introduction.** Mollie welcomed Hannah Williams to the meeting. Hannah was a PhD student at Cardiff University who had signed a Solva Care Confidentiality Agreement.
2. **Apologies.** Jonathan Higgins.
3. **Conflicts of Interest.** None.
4. **Agree minutes of the meetings held on 4th August 2020.**
 - a. Agreed and signed – all actions were reviewed.
 - i. **Solva CLT** Item 4a (iii). Mollie volunteered to represent Solva Care on the CLT Board.
 - ii. **PLANED CWBR Project** Item 5d (xi) was to be amended. **Action Sue** (details to Bruce).
5. **Reports.**
 - a. **Chair.** See attached report. Mollie thanked everyone for their work in very challenging times.
 - i. **Associate Trusteeship.** Mollie presented the benefit of appointing an Associate Trustee responsible for providing an independent view on specialist matters such as grant applications and the future financial sustainability of Solva Care. Work to identify possible candidates would commence. **Action Mollie**

ii. **St Davids Food Pod.** The pod was providing support to 40 households on the peninsula, a total of 74 individuals of which 50 were adults and 24 were children – 10 households were in Solva, a total of 17 individuals of which 11 were adults and 6 were children. Solva's "Tinny Tuesday" continued to support the Food Pod.

Post Meeting Note.

iii. **LEADER Brief.** On Wednesday 30th September Lesley, Lena, Mollie, Fran and Bruce met with Alice Coleman (New LEADER Co-ordinator) and Karen Lewis (LEADER Project Officer). A Solva Care overview was presented by Lena and Mollie followed by an update from Lesley on the Prevention Integration & Partnership project (Lesley's post was funded at 70% by LEADER).

Alice noted 3 action points:

- **Social Prescribing Course** – Alice would give feedback regarding eligibility for Lesley to attend the course. (Alice later confirmed the course was eligible and could be claimed under the current PIP project LEADER budget noting that no additional LEADER funding was available. A proposal including costs to be presented to the Solva Care Finance Committee. **Action Lesley**)
- **LEADER Case Study.** Alice and Karen invited Solva Care to take part in a LEADER case study film. Mollie accepted and Karen would send over a number of headline questions. Filming/interview dates to be agreed. **Action Lesley**
- **Solva Care Photographs.** Karen requested some pictures of Solva Care events. **Action Lena**

b. **Finance Report.** Minutes of the meeting held on Tuesday 29th September had been circulated to members.

i. **Bank Balance.** The balance at 30th September 2020 was £106,315.89

Funding Details at 30th September 2020

Lottery Community Fund (Project Delivery)	£16,730.87
Lottery Community Fund (Dissemination Project)	£27,782.62
Lottery COVID-19 Together for Change	£47,201.95
Donations	£4,984.81
Solva Care General Fund (Note: Funding claims totalling £7,090.00 awaited from LEADER and Enhancing Pembrokeshire).	-£2,032.28
Nesta Grant	£19.59
Men's Shed (ring-fenced)	£2000.00
Reserve	£9,628.33
Total	£64,033.19

- ii. **Funding Support for Local Organisations.** In previous years the Edge Festival had donated £10k to local community groups. No Edge funds would be available in 2020 due to COVID-19 creating a funding gap for many groups. The Finance Committee had identified support funding of £2,500 from Donations. Sue proposed Trustees endorsed the sum and allowed the Finance Committee to manage the award process. The proposal was seconded by Wendy and agreed by all Trustees present. **Action Jonathan**
- c. **RME Report.** Minutes of the meeting held on 14th September 2020 had been circulated to members. Sue also reported on the following additional items:
- i. **Together for Change.** The draft Strategic Plan (Barbara leading) was progressing at pace and would be presented at the December Board for discussion. **Action Barbara**
- ii. **Rural Health & Care Wales Conference.** Two Solva Care papers, the CLT Study and T4C project, were presented and accepted at the conference.
- iii. **CLT Report.** Jessie reviewed the data and key points of the report which had been circulated to all members.
- d. **Operational.** Minutes of the meeting held on 8th September 2020 had been circulated to members. Fran reported the Ops group continued to be proactive. Friday Club events were underway and walks were also planned for November. All activities would comply with COVID-19 safety requirements. COVID-19 updates/changes would be monitored by the Ops team to ensure continued compliance. Eligible local residents were being consulted about this year's Christmas Lunch. Solva Care would present their findings and

recommendations at the SCC meeting on 7th October. Lena had attended a recent and most useful Pembrokeshire Older Peoples' Network meeting - a report would be circulated in due course. Fran concluded with 2 ideas for helping those living with dementia; Objects of Comfort:

<https://museum.wales/learning/activity/462/Objects-of-Comfort/>

And,

The Playlist (music) – no link available.

6. **Microsoft Teams.** Work continued with Total Tech who would submit a revised quote to Solva Care for additional rollout work.

7. **Dissemination & Together for Change Projects.** Sue updated members on the projects and the 2 new T4C appointments, Project Coordinator Maria Jones and Project Officer Jessie Buchanan. The Solva Care internal project team was: Sue, Mollie, Lena and Barbara.

8. **AOB.**

a. **Young People.** Sue raised the intergenerational issue of Solva Care's work that should, where possible, include young people. Future strategic meetings could embrace such discussions and should be a priority – Solva Care could do more. Sub Committees were requested to include the intergenerational issue on their future agenda's and report ideas back to Mollie. Mollie also highlighted the importance of consulting direct with young people. December's Board would address the topic. **Action Mollie, Fran, Sue and Jonathan**

9. **DONM**

a. Tuesday 1st December at 10a.m. via video conferencing.

Compiled by:

Bruce Payne (Clerk) 13th October 2020

Signed by: Mollie Roach (Chair)