

DONCASTER LINK – INFORMATION COMMUNICATION AND ENGAGEMENT (ICE) – MEETING NOTES

Date:

1 November 2010

Time:

1pm

Venue:

Doncaster Business Innovation Centre

Present:

Deirdre Coward (Chair)

Dot Head

George Maitland

Donna Cibor (Host)

Richard Brocklehurst (Host)

Apologies:

Mary Jones, Kay Kirk, Sheila Barnes

The following is purely to give the essence of the meeting.

- **Item 1 – Welcome and apologies.** Deirdre Coward (Chair) welcomed all.
- **Item 2 – Housekeeping.** Deirdre informed all what to do in the event of a fire.
- **Item 3 – Notes of meeting held on 4th November.** Notes of the meeting accepted with no amendments.
- **Item 4 – Membership Recruitment Update.** The LINK has recruited nine new members from the Age UK event held in the Frenchgate Centre. The Host attended the Doncaster Chamber of Commerce showcase event and recruited 15 new members.
- **Item 5 – Community Roadshow Event Review.** All members who had seen the advertisement were impressed with its content and style. The roadshow procured 342 new members. The team delivering the roadshow stated the public were interested in the message of the LINK and received positive feedback in relation to the role of LINK. A DVD of the advert is to be produced which can be utilised at further events.

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- **Item 6 – Partners Event 22nd October.** The event had been productive with partners from both the voluntary sector and statutory sector attending.

Action: Host to contact Age UK to arrange presentations at relevant centres.

- **Item 7- Rugby Club 30th October.** Three LINK volunteers and the Host attended Doncaster Rugby Club on 30th October to promote the work of the LINK. The public were informed about the LINK and attending members felt the LINK was well received.

- **Item 8- Deaf Centre 2nd November Update.** The event has been planned and Sheila Barnes will present on behalf of the LINK. The Pharmacy Needs Assessment Team will also make a presentation.

- **Item 9- Coffee Morning 9TH November (Elderly).** The Salvation Army has been hired for the event. The Chief Executive from Age Concern is to present at the meeting. A representative from the Safeguarding Adults Team will also attend the event.

- **Item 10- Coffee Morning 30th November (Disability).** SYCIL has been hired for the event. John Burke will make a presentation around matters relating to the disabled.

Action: Host to look into subsidies available for disabled people in relation to council tax and water rates.

- **Item 11- Host Update.** The engagement plan has been produced following the ICON event in September 2010. The plan was discussed and the actions required in order to commence work.

Action: Host to produce finalised version of plan and present to the Executive Board on November 16th 2010. A Letter is to be produced to all members inviting them to a Christmas Social with a return deadline of November 22nd 2010.

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- **Item 12-AOB.** The Host has met with the LINK's Contract Manager from Doncaster Metropolitan Borough Council who stated he was happy with the performance of the LINK. The Contract Manager is looking for the LINK to start work on the 2011/2012 work plan.

The LINK will be attending a community day a B & Q on Wednesday 3rd November 2010.

The LINK is funding a Cardiac Event on Friday 12th November 2010 at the College for the Deaf. Dot Head agreed to do a short presentation at the meeting at 11.45am.

- **Item 13- Next Meeting 6th December.** It was agreed that the next meeting will be held at Castle Park Rugby Club to allow members to view the club's conference facilities.

The following ICE group meeting dates have been agreed for 2010/2011

6 December 2010	4 January 2011
1 February 2011	1 March 2011

Adjournment:

The meeting closed 3pm

Notes submitted by:

Richard Brocklehurst

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