

**Swanley Dementia Friendly Community Forum**  
**The Orchards Academy, St Mary's Road, Swanley**  
**10.30am on 5<sup>th</sup> March 2015**

**1. Welcome , Housekeeping and Apologies**

Attending:

Geoff Parsons – Resident, Swanley and Chair of Forum

Tracey Schneider-KCC Dementia Friendly Communities Project Officer

Lesley Knight – Alzheimer & Dementia Support Services

Tracey Whale – Orchards Academy

Anton Tavernier-Gustave – Sevenoaks District Council

CLlr Fay Parkins

**2. Roles and Activities**

- a) Chair.. GP discussed that he was feeling not able to influence as many people as the role of chair should and offered to step down as chair, those in attendance believed that GP is doing a sterling job and that instead at this time should not be discouraged and that more support should be given. To be discussed at next meeting again

Also discussed was the role of the young people, especially those who wish to learn about HSC. Maybe some of the students at the school can have more of an active involvement

- b) Note taker.. Tracey agreed to take notes
- c) Admin.. Tracey will retain admin at this point
- d) Promotion and publicity... All to be responsible

ACTION T.Whole to ask school re H&SC students input

**3. Minutes of the Meeting of 5/12/14 and Matters arising**

Previous minutes agreed

Actions to be discussed in points below.

**4. Kent wide update /DGS DAA update**

At a Kent Wide Meeting level it was discussed whether aspects can be devolved to local Alliances leaving the Kent Wide DAA as a mechanism for collating information and disseminating it. Sharing learning and ideas between Alliances and forums, Acting as a means of coordination

ACTION - Tracey to resend the breakdown of meetings.

**DGS DAA**

Recognition process was looked at and agreed to devolve to a more local level  
(DGS Dementia Action Alliance)

*"Working towards a dementia friendly community" is the recognition symbol for the work being done, The question raised is whether the West Kent DAA feels that they can take on the distribution of this symbol for the west Kent area.*

*By being part of the recognition process you have agreed to commit to the following terms and conditions:*

- *meeting the foundation criteria for a dementia-friendly community that have been developed (please see separate document)*
- *providing a brief six-monthly update (from the date that your application is processed)*
- *completing an annual self-assessment of progress towards the criteria*
- *providing information on progress on a local webpage or site, for example this could be the local Dementia Action Alliance page*
- *complying with the terms and conditions for use of the 'working to become dementia friendly' symbol*

*Now that Kent has successfully registered with the recognition process, you as the named representative from the community have access to the 'working to become dementia friendly' symbol that is date stamped 2014-15. You can issue the symbol to organisations and businesses your community that wish to be part of the dementia friendly communities' initiative and have stated what their actions will be to towards becoming dementia friendly, please make sure that you also send them the terms and conditions of use (attached below) as you will have to outline to whom they have issued the symbol as part of their annual self-assessment.*

DGS Dementia action Alliance are also focusing on Communication and engagement of Sikh Community

#### **Sevenoaks Area update**

**Sevenoaks...**Sevenoaks DC to make changes in DC offices, Action plan agreed and submitted, "Working to become DF" scheme with local businesses / information gathering exercise – survey format, questions in specific topic areas, use paper, social media, partner websites etc. In DAW, run a public information stall, possibly outside Tesco on the High Street

#### **5. New topics and initiatives**

- a) Memory café West Kingsdown. Work has been underway to replicate the type of community led memory café that has been started in Hartley, this time in West Kingsdown
- b) Sevenoaks DC wish to know what those with dementia and their carers need.

#### **6. Swanley DFC Forum Action Plan priorities:**

##### **Environment and signage, Projects for Dementia Signage**

- a) **Gateway building works** .. Gateway is being delayed further
- b) **Cedars GP Surgery** proposed extension... discussion about how to get 'best practice' in signage more available. Can we encourage the CCG to look at suggesting best practice to surgeries when refurbishing or updating old signage?
- c) **Oaks GP Surgery** dementia design incorporated into the recent refurbishment

- d) **Sevenoaks District Council building's reception area** Anton reported that Sevenoaks will hopefully be refurbishing their reception area, they have had consultation with groups and people living with dementia however there is at present a small block in the council who oppose the funds needed to complete

#### **Next event, Swanley**

Still awaiting the gateway opening , However Tracey explained about the Bright shadow installation and how it may be used to assist the schools and young peoples understanding of dementia.

ACTION T.W to take to the school and see if they would be prepared to host for primary feeders and year 7

ACTION - ATG to look at budget for part funding

**Carers Combined Training: No Update this time to be removed from next agenda**

#### **Awareness raising:**

- a) **Dementia Friends** run at the Sevenoaks District Council monthly  
Swanley Town Council have arranged session for staff.
- b) **Dementia Diary** Geoff provides this resource and needs to be informed of any dates etc that are upcoming

#### **Communications**

Explanations around the upcoming Dementia Web for Kent

The website is now open and in the TESTING phase, it is currently being managed by the SILK team but will soon be handed over to Community Support to manage can you all try to have a look before the next meeting and give some thought as to how we can best use the Your Area section

the web address is [www.dementiafriendlykent.org.uk](http://www.dementiafriendlykent.org.uk)

Street life is another useful site which may assist in local information sharing

#### **7. AOB**

Anton advised that another PPG group are looking to run a dementia event in HExtable at the surgery with information and speakers etc

Lesley advised that they are looking for venues for a Swanley carers learning group

Also that ADSS Are working with Kent sports at a pilot project around encouraging people to keep 'sporty' and at this time looking at the cyclopark, but that they should also be looking at sports such as Boccia which is far more inclusive

#### **8. Date of next meetings attached below.**

	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	June 2015
--	-------------	-------------	-------------	-------------	-------------	--------------

DGS Dementia Action alliance		Feb 19 <sup>th</sup> 10-12 ELIZABETH RAYBOULD CENTRE, GREENACRES, BOW ARROW LANE,			May 21 <sup>st</sup> 10-12 ELIZABETH RAYBOULD CENTRE, GREENACRES, BOW ARROW LANE,	
Dartford DFC local forum	Jan 27 <sup>th</sup> 2-4pm Dartford Council offices			29th April 2-4pm Dartford Council offices		
Gravesham DFC local Forum		Feb 13 <sup>th</sup> 10-12 Gravesham place Gravesham				
Swanley DFC local forum			March 5th 10-12 The Orchards academy. Swanley			June 5th 10-12 The Orchards academy. Swanley