

WEST NORFOLK DISABILITY FORUM
ANNUAL GENERAL MEETING

Monday 1 July 2013 at 2.30 pm in the Corn Exchange, King's Lynn

AGENDA

1. **WELCOME**
Welcome by the Mayor of King's Lynn and West Norfolk, Councillor Mrs Elizabeth Watson.
2. **ELECTION OF CHAIRMAN**
To elect a Chairman of the Forum for 2013/2014(Borough Councillor).
3. **ELECTION OF VICE-CHAIRMAN**
To elect a Vice Chairman of the Forum for 2013/2014 (non Borough Councillor).
4. **APOLOGIES FOR ABSENCE**
To note any apologies for absence.
5. **MINUTES**
To confirm as a correct record, the minutes from the Annual General Meeting held on 19 July 2012, as attached at Appendix 1.
6. **MATTERS ARISING AND NOT COVERED ELSEWHERE ON THE AGENDA**
7. **CONSULTATION – REDESIGN OF FRONT LOBBY OF KING'S COURT**
To receive and comment on the proposals for the redesign of the front lobby at the Borough Council Offices, King's Court, Chapel Street, King's Lynn.
8. **GUEST SPEAKER – GENENE HENSHAW & HELEN SISMORE–LIFE WITH A GUIDE DOG**
9. **ANNUAL REPORT FOR 2012/2013**
To receive the Forum's Annual Report for 2012/2013 as attached at appendix 2.
10. **BUDGET**
11. **SECRETARY'S CORRESPONDENCE**

12. **SCHEDULE OF FUTURE MEETINGS**

To agree the draft schedule of meetings for 2013/2014, as attached at Appendix 3.

13. **ANY OTHER BUSINESS**

14. **DATE OF NEXT MEETING**

APPENDIX 1

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

WEST NORFOLK DISABILITY FORUM

Notes of the Annual General Meeting of the West Norfolk Disability Forum held on Thursday 19 July 2012 at 2.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn.

PRESENT:

Representing the Borough Council:

Councillors L Allen, M Langwade, S Smeaton.

Officers:

Rebecca Parker

Representing Disabled People:

W Blades, M Connell, G Darling, P French, T Gilder, S Pomeroy

By Invitation:

Deputy Mayor Councillor Garry Sandell

Abraham Eshetu

Apologies for absence were received from:

Councillors T Bubb and D Johnson.

M Allen, C Berkley, A Bingham, C Bond, P May, K Saunders, L

Tree, K Warner

		ACTION
1.	<p><u>WELCOME BY THE DEPUTY MAYOR OF KING'S LYNN AND WEST NORFOLK</u></p> <p>The Deputy Mayor, Councillor Garry Sandell welcomed those present to the meeting and thanked the Forum for his invitation to attend.</p> <p>He explained that he had been a member of the Committee for over ten years. He also had experience working with people with learning disabilities.</p> <p>The Deputy Mayor referred to the recent successful opportunity awards and felt confident that the forthcoming Celebrate-ability event would be just as successful.</p> <p>He thanked the Forum for working together to improve West</p>	

	Norfolk for people with disabilities.	
2.	<p><u>ELECTION OF CHAIRMAN</u></p> <p>AGREED: That Councillor Mrs Stephanie Smeaton be elected as Chairman of the Forum for the period 2012/2013.</p>	
3.	<p><u>ELECTION OF VICE CHAIRMAN</u></p> <p>AGREED: That Pat French be elected as the Vice Chairman of the Forum for the period 2012/2013.</p>	
4.	<p><u>MINUTES</u></p> <p>The minutes from the West Norfolk Disability Forum's Annual General Meeting held on 28th July 2011 were agreed as a correct record subject to Councillor Smeaton's name being added to the list of those present.</p>	RP
5.	<p><u>MATTERS ARISING</u></p> <p>There was none.</p>	
6.	<p><u>HATE FREE NORFOLK – PRESENTATION</u></p> <p>Abraham Eshetu, Corporate Equality and Diversity Manager, Community Safety, Norfolk Constabulary provided those present with a presentation on Hate Free Norfolk.</p> <p>A copy of the presentation is attached at Appendix 1.</p> <p>The Forum discussed the impact of hate crime on disabled people and the importance of ensuring that all hate crimes and hate incidents were reported so that they could be investigated by the Police or one of the other organisations signed up to the Hate Crime Multi Agency Protocol.</p> <p>Comments and questions were invited from the Forum some of which are summarised below.</p> <p>In response to questions Abraham Eshetu explained that hate related crimes carried higher sentencing as they were crimes against a section of the community rather than an individual.</p> <p>In response to a question from Councillor Langwade, the Forum were informed that if an incident is reported relating to hate crime, it would be investigated by the Police and if the Police were unable</p>	

	<p>to prosecute they could impose other sanctions such as warnings and anti social behaviour orders etc. They would also liaise with other relevant organisations such as Housing Associations to help solve any issues.</p> <p>Abraham Eshetu explained that by law no community has any more rights than the other and all communities were equal. No community should be discriminated against. He referred to the 'Welcome to West Norfolk Guide' which he had helped to produce and was given to people who were new to the area.</p> <p>In response to a question from Sylvia Pomeroy, Abraham Eshetu explained that Safer School Partnership Officers carried out work in schools to raise awareness of the importance of reporting hate crime. There were also Diversity Liaison Officers who carried out work in the local community.</p> <p>The forum thanked Abraham Eshetu for his informative presentation.</p>	
7.	<p><u>ANNUAL REPORT</u></p> <p>The Secretary presented the Forum's Annual report for 2011/2012 which had been circulated with the Agenda.</p>	
8.	<p><u>ISSUES OF CONCERN AND INTEREST</u></p> <p>(i) <u>Cobbles near St Margaret's, King's Lynn</u></p> <p>Tess Gilder informed the Panel that one of her guests at Park House Hotel had fallen over in their wheelchair on the uneven cobbles surrounding the area near St Margaret's Church in King's Lynn.</p> <p>The Chairman, Councillor Smeaton asked the Secretary to pass on the Forum's concerns regarding the uneven surface to Norfolk County Council Highways department.</p> <p>(ii) <u>Baker Lane Public Toilets</u></p> <p>Sylvia Pomeroy reminded the Forum that several meetings ago she had raised concerns regarding the facilities available at Baker Lane Public Toilets. She informed the Forum that improvements had now been made to the toilets but she still</p>	RP

	<p>had some concerns regarding the cleanliness of the facilities, although she felt that this was slowly improving. The Chairman, Councillor Smeaton, requested that the Secretary email the Leisure and Public Space Department to pass on the concern.</p>	RP
9.	<p><u>BUDGET</u></p> <p>The Secretary advised that an update on the budget position would be provided by Allison Bingham at the next meeting.</p>	AB
10.	<p><u>SECRETARY'S CORRESPONDENCE</u></p> <p>(i) <u>Mobility and Scooter Safety Awareness Event</u></p> <p>The Secretary informed those present that she had received details of a forthcoming Scooter Safety Event which would be held on Tuesday 9 October 2012 from 10am to 3pm at North Lynn Community Centre.</p> <p>Anyone requiring further information about the event should contact Norfolk PACT.</p> <p>(ii) <u>Norfolk Older People's Strategic Partnership – Older People's Day 2012</u></p> <p>The Secretary informed the Forum that she had received information from Norfolk Older People's Strategic Partnership asking organisations to get involved in activities for Older People's Day 2012. If any organisations were interested in getting involved they should contact janet.holden@norfolk.gov.uk</p>	
11.	<p><u>SCHEDULE OF FUTURE MEETINGS</u></p> <p>AGREED: The Schedule of meetings for 2012/2013 were agreed as follows:</p> <p>Wednesday 12 September 2012 – 2.30pm Thursday 29 November 2012 – 2.30pm Wednesday 23 January 2013 – 2.30pm Wednesday 20 March 2013 – 2.30pm Wednesday 22 May 2013 – 2.30pm Wednesday 17 July 2013 – 6.30pm – Annual General Meeting</p>	
12.	<p><u>ANY OTHER BUSINESS</u></p>	

	There was none.	
13.	<u>DATE OF NEXT MEETING</u> The next meeting of the West Norfolk Disability Forum would be held on Wednesday 12 September 2012 at 2.30pm in the Committee Suite.	

The meeting closed at 4.05pm.

Borough Council of
**King's Lynn &
West Norfolk**



West Norfolk Disability Forum -
Annual Report for 2012/2013

Presented to the
Annual General Meeting of the
West Norfolk Disability Forum on
1 July 2013

1. INTRODUCTION

The Forum have had another productive year in 2012-2013 dealing with and being consulted on a wide range of issues.

The Forum now report directly to the Borough Councils Regeneration, Environment and Community Panel and the Panel have requested update reports on the work of the Forum on a regular basis.

2. MEETINGS

During the year five full meetings have been held:

Wednesday 12 September 2012 – 2.30 pm – Committee Suite
Thursday 29 November 2012 – 2.30 pm – Committee Suite
Wednesday 23 January 2013 – 2.30 pm – Committee Suite
Wednesday 20 March 2013 – 2.30 pm – Committee Suite
Wednesday 22 May 2013 – 2.30 pm – Lynnsport

Working Groups of the Forum have met on an ad hoc basis

3. MATTERS OF CONCERN AND KEY ISSUES/DISCUSSIONS THROUGHOUT THE YEAR

The Forum have dealt with a wide range of issues this year, some of which are detailed below:

(i) Consultations and Investigations

- Visit to King's Lynn Railway Station
The Forum conducted a visit to King's Lynn Railway Station to look at perceived problems that could be faced by disabled people in accessing the newly installed ticket barriers. Funding had subsequently been secured to automate the existing front doors to the railway station, making access to the Railway Station easier. Allison Bingham has been in regular contact with representatives from the Railway Station and has updated the Forum on how work is progressing.
- Bodyworks Studio at Lynnsport
Following some concerns from members of the Forum regarding the new Bodyworks Studio at Lynnsport, particularly the new toning chairs area. The Forum were offered a tour of the new facilities and held their meeting in May at Lynnsport. The Fitness Manager attended the meeting to inform the group of consultation process which had been conducted prior to and following the installation of the new studio. He highlighted to the Forum the specific measures and changes which had been put in place following feedback from users of the facility.

(ii) Presentations

- Council Tax Support Scheme – Borough Council
- My Guide – Reducing Isolation and building independence – Helen Sismore, Sighted Guide Ambassador
- Warm and Well in Norfolk and Borough Council Support Schemes – Housing Technician
- Presentation from Home Instead

(iii)Updates

The Forum receive regular updates on items of interest and concern and the Secretary has investigated issues raised by the Forum as appropriate.

The Forum have an annual work programme, and Forum members are given the opportunity at each meeting to suggest future agenda items to be investigated by the Secretary.

4. EVENTS

- Celebrate-ability
The third Celebrate-ability event took place on 3rd September 2012 in the Corn Exchange, King's Lynn. The next event is likely to be held in 2014 and the Forum will consider ways to improve the event and continue to make it popular, including using alternative venues.
- Support for Vulnerable People in the Winter
The Forum have decided to hold this event on Friday 20th September 2013, at Downham Market Town Hall from 10.30am to 4.00pm which will provide information on keeping homes warm and safe, being energy efficient, healthy eating and the effects of the cold on older and vulnerable people. The event is hoped to raise awareness of locally available services and the support available.
- Opportunity Awards
This event was to be held in July 2013, however due to the small number of nominations received the Chairman of the Forum has agreed to defer the ceremony until 2014.

5. WORKING GROUPS

The Forum have established the following working groups which meet on an ad hoc basis:

- Opportunity Awards Working Group
- Celebrate-ability Working Group
- Visiting Working Group – to visit attractions and assess their facilities prior to inclusion in the West Norfolk Access Guide
- Planning Applications Working Group - to discuss the implications of public access planning applications.

6. NEXT YEAR

The Forum already have a varied work programme over the next year, and Forum Members are regularly given the opportunity to suggest further items for consideration. Some of the items which have been suggested by the Forum and may be considered in 2013/2014 are listed below:

- Presentation on the Blue Badge Online Application Process
- Invite West Norfolk Deaf Association to a future meeting to promote their organisation
- Future possible presentation from Involve project
- Credit Union Presentation
- Information on respite care available in West Norfolk
- Norfolk Disabled Parents Group
- Information on Tactile Pavements.

Once the schedule of meetings for 2013/2014 has been confirmed at the Annual General Meeting, the Secretary will investigate the above items and schedule them onto the work programme as appropriate.

Rebecca Parker
Secretary to the West Norfolk Disability Forum
June 2012

APPENDIX 3

DRAFT SCHEDULE OF MEETINGS – 2013/2014

Wednesday 4th September 2013 at 2.30pm

Wednesday 20th November 2013 at 2.30pm

Wednesday 5th February 2014 at 2.30pm

Wednesday 23rd April 2014 at 2.30pm

Wednesday 2nd July 2014 at 2.30pm

All meetings to be held in the Committee Suite, King's Court,
King's Lynn