

BOROUGH COUNCIL OF KING'S LYNN AND WEST NORFOLK

WEST NORFOLK DISABILITY FORUM

Notes of a Meeting of the West Norfolk Disability Forum Annual General Meeting held on Wednesday 2 July 2014 at 2.30 pm in the Committee Suite, King's Court, Chapel Street, King's Lynn

PRESENT:

Councillor Mrs S Smeaton	-	Chairman
Councillor L Bambridge	-	Borough Councillor
Allison Bingham	-	Borough Council
Councillor T Bubb	-	Borough Councillor
Pat French	-	Vice Chairman
Tess Gilder	-	Park House Hotel
Genene Henshaw	-	Guide Dogs
Councillor M Chenery of Horsbrugh	-	Borough Councillor
Councillor M Langwade (sub for M Pitcher)	-	Borough Councillor
Councillor Mrs J Leamon	-	Borough Councillor
Rebecca Parker	-	Borough Council
Paul Ruskin	-	West Norfolk Community Transport
Helen Sismore	-	Guide Dogs

Apologies for absence were received from:

Shona Bradord	-	BUILD
Marie Connell	-	WNVCA
Councillor A Lawrence	-	Borough Councillor
Councillor M Pitcher	-	Borough Councillor

		ACTION
1.	<u>ELECTION OF CHAIRMAN</u> AGREED: That Councillor Mrs S Smeaton be elected as Chairman of the Forum for the period 2014/2015.	
2.	<u>ELECTION OF VICE CHAIRMAN</u> AGREED: That Pat French be elected as Vice Chairman of the Forum for the period 2014/2015.	

3.	<p><u>MINUTES</u></p> <p>AGREED: The Minutes from the West Norfolk Disability Forum Annual General Meeting held on 1 July 2013 were agreed as a correct record.</p>	
4.	<p><u>MATTERS ARISING</u></p> <p>Councillor Bubb referred to the minutes of the previous Annual General Meeting and asked if further promotion of the disabled swimming sessions had taken place. Allison Bingham agreed to investigate and report back to the Forum at their next meeting.</p>	AB
5.	<p><u>ANNUAL REPORT 2013/2014</u></p> <p>The Secretary presented the Forum's Annual Report for 2013/2014 which had been circulated with the agenda.</p> <p>Those present discussed the Borough Council's proposals for dealing with 'A' Boards and Allison Bingham agreed to ask the Town Centres Manager to provide the Forum with an update on the proposals.</p> <p>AGREED: The Forum's Annual Report was approved.</p>	AB
6.	<p><u>REVIEW OF THE CONSTITUTION</u></p> <p>Allison Bingham presented the Forum's Constitution which had been circulated with the Agenda.</p> <p>She asked the Forum on ideas on how the Forum could be promoted in the future and the following ideas were put forward, which would be investigated:</p> <ul style="list-style-type: none"> • Hold an Annual event which could include a meet and greet session, networking, guest speakers, conference etc. • Look at the distribution list for the Agenda and Minutes and try to reach a wider audience. • Advertise through voluntary organisations and charities. • Review the West Norfolk Disability Forum's pages on the Borough Council's website. <p>AGREED: (i) That the Forum's Constitution be amended to read that the Forum will meet on a quarterly basis.</p>	AB RP RP

	(ii) That a discussion topic item be added to the agenda of each meeting, with the first discussion topic being parking on pavements.	
7.	<u>BUDGET</u> Allison Bingham provided those present with details of the Forum's budget.	
8.	<u>SECRETARY'S CORRESPONDENCE</u> There was none.	
9.	<u>SCHEDULE OF FUTURE MEETINGS</u> 22 October 2014 at 2.30pm 21 January 2015 at 2.30pm 8 April 2015 at 2.30pm 22 July 2015 at 2.30pm – Annual General Meeting	
10.	<u>ANY OTHER BUSINESS</u> <u>(i) Celebrate-ability</u> Allison Bingham reminded those present that the Celebrate-ability event would be held on 21 November 2014 from 10am to 4pm in Downham Market. The event would link in with Trading Standards electric blanket testing. <u>(ii) Respite Care</u> Councillor Bubb explained that there was no overall list of respite care available. Councillor Bambridge felt that lots of organisations would benefit from an overall list. <u>(iii) King's Lynn Bus Station</u> Councillor Leamon asked that consideration be given to providing level surfaces at the bus station when it was refurbished. Paul Ruskin explained that the plans for the refurbishment project proposed moving the drop off point for dial-a-bus. Paul Ruskin commented that he felt that this was a sensible idea as the drop off point was not in the most appropriate location. He recommended installing a bay outside of the old post office building.	

	Councillor Bambridge agreed to pass on the above comments to the relevant officers.	LB
11.	<u>DATE OF THE NEXT MEETING</u> The next meeting of the West Norfolk Disability Forum would be held on Wednesday 22 October 2014 at 2.30pm in the Committee Suite, King's Court, Chapel Street, King's Lynn, Norfolk.	

The meeting closed at 4.00pm