

EngAgeNet English Age Network

Minutes of the meeting on 4th November, at Virginia Woolf House, Kingsway, London

Present: Marjory Broughton (Chair); Liz Mandeville; Bill Ions; Noreen Haselden; John Welham; Tony Watts. In attendance: Margaret Clarke; Julia Pride

Apologies: Peter Dale; Mervyn Eastman

ITEM		ACTION
1. Notes of last meeting	These were agreed as a true record	
2. Matters arising	<p>a. David Brindle has agreed to facilitate the launch event. Norman Lamb has agreed to speak. All are asked to send guest lists to Marjory</p> <p>b. A date is being negotiated and will be announced.</p> <p>c. The organisation has been registered with Companies House as EngAgeNet Ltd. All Directors to have a copy of the mem and arts (electronic or hard copy)</p> <p>d. The Logo was agreed: mustard and black with strapline English Age Network – The Positive Voice of Older People (of legible size)</p> <p>e. A meeting with Jon Eastwood, BLF is to be arranged</p> <p>f. Tony agreed to identify and answer to the question: <i>'what would success look like?'</i> from existing papers</p> <p>g. It was agreed that Tony is our Communications Director or equivalent (title to be agreed). Thank you to Tony for agreeing to do this</p>	<p>ACTION: ALL to send guest lists for launch</p> <p>Marjory to chase on date</p> <p>ACTION: ALL to read mem and arts. Margaret/Julia to circulate copies</p> <p>ACTION: Tony to progress logo</p> <p>ACTION: Liz and Marjory to meet with Jon</p> <p>ACTION: Tony to produce short paper</p>
3. Workplan	<p>We all agreed to look into providing EngAgeNet with a regional project which can be adopted as EngAgeNet work. This would be mutually beneficial: regions to get national support and EngAgeNet to have a quick win.</p> <p>We have already agreed to adopt the new narrative and rebrand SEEFA's leaflet. We proof read the rebranded new narrative leaflet and suggested amendments for Julia to pass to Karen Hobden who will print for us.</p>	<p>ACTION: ALL to send ideas to Marjory</p> <p>ACTION: Julia to make amendments and pass to Karen for printing</p>

4. Website	We need the website to be set up ASAP. Tim Rice has purchased a domain name etc. Tony agreed to get a price for a basic website to be set up and to write copy for it.	ACTION: Tony to investigate website and write copy
5. Business Cards	We agreed Directors need business cards with an 'elevator pitch' on the back. Tony will look into printing costs for this and write the 'elevator pitch'. The business cards should include the company registration number and use the new logo	ACTION: TONY to write elevator pitch and look at printing costs
6. Co-option of Directors	<p>The company has been set up (No 10418302) with Liz and Marjory as the initial Directors. Marjory's address is the registered address. Marjory proposed and Liz seconded the co-option of 4 Directors: Tony Watts; John Welham; Bill Ions; Noreen Haselden. This proposal was unanimously agreed. All must complete a form (handed out) and return to Marjory.</p> <p>Margaret proposed we change the accounting references to 31st March. This proposal was unanimously agreed.</p>	ACTION: ALL to complete form
7. Finances	Margaret gave a verbal report stressing the importance of considering how we attract further funding.	ACTION: ALL to seek sources of income for EngAgeNet
8. Publicity	<p>Tony has produced a PowerPoint presentation and was thanked for this. We must all make opportunities to use the presentation in our regional networks.</p> <p>It was suggested we present to the AAA PDG. The AAA PDG minutes will be circulated to Directors by attendees</p>	<p>ACTION: ALL to use presentation to publicise EngAgeNet</p> <p>ACTION: PDG attendees to circulate minutes of AAA PDG</p>
9. Code of conduct	In addition to the requirements of the Mem and Arts which governs actions taken on behalf of the company and the behaviour of Directors, it was agreed to adopt a Code of Conduct. This includes an annual declaration of interests. The documents were circulated and signed by Directors. Note there is a conflict of interest clause.	ACTION All Directors
10. Regional Reports	<p>Short verbal reports were shared from each region.</p> <p>All Directors are invited to an event: <i>The Digital Divide</i>, to be held at Queen Elizabeth Olympic Park on 25th</p>	

	November.	
11. AOB	<ul style="list-style-type: none">• We've been asked by Russell Taylor to support National Energy Action – the Safe Warm Homes Campaign• Emily Georgiou is asking for assistance with a project on access to ageing well. Further info is available from Liz	
12. Date of next meeting	To be held on launch day at a date to be notified	