

NORTH EAST EDINBURGH CARE ACTION GROUP (N.E.E.C.A.G.) LEITH

A forum to discuss services and issues for older people in the community

ندوة لمناقشة الخدمات والمسائل المتعلقة بكبار السن في الجالية.

কমিউনিটি বৃদ্ধ লোকদের জন্য সার্ভিস এবং সমস্যাগুলি আলোচনা করার জন্য একটি ফোরাম।

一個商討社區內老人服務及其他問題的聚會。

ਸਮਾਜ ਵਿਚ ਬਜ਼ੁਰਗਾਂ ਲਈ ਸੇਵਾਵਾਂ ਅਤੇ ਵਿਸ਼ਿਆਂ ਬਾਰੇ
ਵਿਚਾਰ ਵਟਾਂਦਰਾ ਕਰਨ ਲਈ ਜਨ-ਸਭਾ।

کمیونٹی میں عمر رسیدہ افراد کے لیے خدمات اور دوسرے موضوع پر مشورہ (سہارا) کے لیے فورم۔

NEECAG LEITH Older People's Forum ANNUAL REPORT 2021/2022



SCOTTISH CHARITY No: SCO 35416

North East Edinburgh Care Action Group (NEECAG)
Leith NEECAG Annual Report 2021/2022

The main purpose of NEECAG is to give older people the opportunity and a Forum to discuss Health & Community Care and issues of concern for older people, in a more organised way and to make their views known to the relevant bodies.

Following consultation with older people, key aims and objectives for the NEECAG were agreed: -

Objectives

- To enable older people in Portobello and Leith to gain information on Community Care and other services for older people and to raise issues and concerns with relevant professional bodies, as well as helping older people to gain access to services by giving help, advice and encouragement.
- To provide a 'voice' for local older people to express their unmet needs/ concerns and contribute to their resolution.
- To reduce health and social care inequalities and development of preventative strategies which enable older people and their carers to remain in their own homes and active with their local communities, for as long as possible.

Membership

- Older People in the Leith area, carers and those who work with them.

North East Edinburgh Care Action Group (NEECAG) LEITH

AGENDA
ANNUAL GENERAL MEETING

To be held on at 2pm on Wednesday 5th October 2022
Community Lounge, Gordon Court Sheltered Housing,
31 Gordon St, Leith, Edinburgh

WELCOME:

- 1. Apologies**
- 2. Approval of previous AGM Minutes (3rd November 2021)**
- 3. Matters Arising**
- 4. Presentation of Chairs and Annual Report on work Undertaken over the Year 2021/22**
- 5. Finance Report 2021/22**
- 7. Election of Office Bearers & Committee**
 - a. Chairperson**
 - b. Vice Chairperson**
 - c. Secretary**
 - d. Treasurer**
 - e. Committee Members**
- 8. Any Other Competent Business (AOCB)**

North East Edinburgh Care Action Group (NEECAG)
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MINUTES of NORTH EAST EDINBURGH CARE ACTION GROUP
NEECAG Leith ANNUAL GENERAL MEETING

Held on Wednesday 3rd November 2021
at 2pm at No 15 Buchanan Street and Zoom Meeting

ATTENDANCE: Alan McDonald, Andy Bell, Betty Wood, Charlie Holligan, Davie Young, Joe Storie, Willie Hendrie, Matthew Wheatley, Abbie Greenan (Student on Placement), Anne Munro, Mary O Connell.

APOLOGIES: George Rosie, Norma Robson, John McMillan (Volunteer)

2. **WELCOME:** Anne Munro welcomed everyone to the Leith NEECAG 23rd AGM. Due to COVID-19 restrictions Leith NEECAG had to organise a blended AGM over zoom/ No 15 Buchanan Street. It is important for Leith NEECAG to have its AGM to comply with OSCR regulations.

3. **Approval of previous AGM Minutes 2019/20**

These were agreed as a true record of the meeting.

Approved: John McMillan

Seconded: Mary O Connell

3. **Presentation of Annual Report on work undertaken in 2020/2021**

Anne Munro read Leith NEECAG key activities and outcomes during 2020/21.

Key Activities

Service	No of NEECAG Members	No of episodes
Newsletter	180	8 Newsletter issues 2 x letters
Telephone Befriending	43	2,107 calls
Emergency Food	16	152 food deliveries
Practical Support	3	e.g. pharmacy collection
Information Support	62	93 pieces of information
Digital Support	5	12 1:1 Lessons
Virtual Groups	10	14 sessions e.g. NEECAG AGM
Activity Packs	180	263 activity packs e.g. afternoon teas, individual Christmas gifts and card

Outcomes

- **Sustain physical or mental health:**

Articles in newsletters re staying hydrated, staying motivated, mental health emergency phone numbers, etc. We also provided emergency food parcels with nutritious ingredients/

meals for 16 NEECAG members. *"I looked forward to seeing (the food delivery volunteer)- it meant so much - I felt abandoned by the world sometimes so really enjoyed our regular chats on the stairs when I received the wonderful food parcels - I won't have talked to people for months if it wasn't for PDP. I also didn't have to risk going out to get my shopping".*

- **Have their voices heard**

PDP staff and volunteers provided weekly welfare/ befriending calls to 43 NEECAG members - for many this was one of the only calls they received per week, in which they could talk about any issues/ concerns they may have and PDP volunteers/ staff were at hand to provide any information needed.

"My husband passed away during COVID-19,

I have benefited from the weekly telephone calls".

PDP asked NEECAG members to contribute to the newsletters with jokes, article ideas,

"I look forward to the newsletter, although we can't meet up!

It keeps me connected to you all".

- **Promoting safety.**

PDP bi-monthly newsletters provided up to date information on how to cope and keep safe during lockdown e.g. keeping older people informed of new scams/Cold callers to people's homes. It provided hints and tips on keeping active which can sometimes benefit the overall health and wellbeing.

- **Capacity Building:**

Ensuring older people have a say as to what they need to partake in their local community and feel valued as a citizen. Both NEECAG AGM's provided the space for people to have an opportunity to share their issues and concerns through a digital zoom.

"I enjoyed the AGM it was lovely to see some familiar faces".

- **Reduced Social Isolation**

Our Telephone befriending service ensured older people were able to have contact with PDP. This was a vital link for older people as they could discuss any issues/concerns/ worries with a PDP staff member/ volunteer.

The activity packs/ quizzes provided some fun and engagement with quizzes/puzzles and afternoon tea for all.

"Thank you so much for the lovely afternoon tea that was a really lovely idea. It provided a real bit of excitement and highlight for the day. Great idea! So please thank everyone who took part in organising it. It was really kind".

4. Finance 2020/21 Report

Leith NEECAG does not have a separate bank account, with Leith NEECAG accounts included within PDP Bookkeeping and Annual Audit procedures.

Copies of the full accounts detailing NEECAG income and expenditure for 2019/20 are available from PDP and on their website www.pilmenydevelopmentproject.co.uk

Appointment of Independent Auditor - PDP Admin Staff Member. Presently Gita Filipova is currently off sick. Jai Adami will provide support instead if needed.

Approved: All

5. Election of Management Committee/Office Bearers 2021/22

The election of NEECAG Management Committee and Office bearers then took place and was agreed as follows:

- a. **Chair Person: George Rosie**

Proposed: ALL

- b. **Secretary: John McMillan**

Proposed: ALL

- c. **Treasurer: Jean Budge**

Proposed: ALL

- d. **Committee members:**

Davie Young

Proposed: ALL

Willie Hendrie

Proposed: ALL

Betty Wood

Proposed: All

6. **AOCB** - Davie Young enquired about setting up a PDP walking group for older people who have been feeling wary about going out and about. This was discussed a few weeks' prior with Anne Munro, Mary O'Connell, and will be followed up.

The Christmas and New Year parties were discussed. The Men's group and NEECAG group will have two different parties - suggested that the Men's group will be at Christmas time and NEECAG at New Years. Plans to be finalised for this.

Many thanks to everyone for coming along.

Chairpersons Report

We had a challenging year for Leith NEECAG in 2021/22. Over the last 12 months we have worked on wide range of issues and activities, which are detailed in this report. We were subject to another lockdown due to COVID/Omicron at the end 2021 and had to adapt our Activities accordingly.

All NEECAG Leith activities aim to help local older people who are amongst some of the most socially isolated and who are on the lowest incomes in this area. Many of our members rarely have the chance to take part in local activities.

We have had good attendances at our 'in person' sessions and have kept in touch via the newsletters when we could not meet up over the last year. This all adds up to a vibrant and exciting resource for older people and those who care and work with them in Leith and North East Edinburgh!

On a personal note, I would like to thank my fellow NEECAG Committee members for all their help and support over the last year. We could not have managed if it were not for all their hard work, voluntary time and efforts.

Finally, thanks must go to all our NEECAG members who come along to the meetings and support the Group...we could not continue without your help...MANY THANKS!!!

George Rosie
Chairperson

NEECAG Leith & Portobello Annual Report 2021/22

Support is provided by Pilmeny Development Project (PDP) including:

- Day to day management, supervision sessions, and payroll to Mary O'Connell and Margaretann Farquharson who support both Leith & PB NEECAG
- Production and submission of Annual financial and monitoring Reports to PDP Management committee and OSCR/Companies House within the required timescales.
- Provision of office/admin support to type, copy and send out monthly mailings, (as only 2-3 members have email addresses). Currently NEECAG has additional postage and stationery costs to find due to postal costs increases.

Unfortunately, due to the pandemic, all NEECAG in-person meetings were suspended again at the end of 2022. COVID-19/Omicron meant revised targets and alternative service provision methods had to continue to be developed in line with Scot Gov restrictions throughout 2021/22.

PDP sent out bi-monthly Newsletters to keep NEECAG members (over 180 members) involved and connected to what's going on and any recent new information. We also provided activity packs, personalised christmas gifts and quiz competitions to keep people connected and active. In addition, PDP staff and volunteers continued to provide a telephone befriending service, foodbank deliveries, digital support, virtual groups, for NEECAG members.

Outcomes of NEECAG Older People's forums work included:

- Reduced social isolation
- Reduced digital exclusion
- Building strong, inclusive and resilient communities

NEECAG achieved this by:

- Producing & distributing **Bi-Monthly Community Newsletters** (8 editions) and 600 **Activity Packs** to 200 NEECAG members/older people. Questionnaires and Informal feedback indicated 100% older people felt the bi-monthly newsletters helped them to gain knowledge, access information and helped them to feel less lonely or isolated. Activity Packs - informal feedback from recipients indicated 100% appreciated and 92% felt they had greatly helped their mental health & wellbeing.

"a little bit of everything. And there was such cheeriness to it. Ideal for someone living on their own and feeling forgotten"

- Providing 4 virtual **NEECAG Meetings** with 33 older people, 4 in person meetings with 39 older people and 147 **1:1 digital support sessions** provided for 30 older people by 30 digital volunteers. Informal feedback re 1:1 digital lessons and IT provision/ support indicated increased levels of skills and community capacity. 93% reported increased confidence self-esteem and feeling valued

"Being with people, even online was great as I live alone and have no family. I especially needed the groups before and after Christmas and look forward to catching up with my friends I have made at Pilmeny"

- **Emergency foodbank deliveries** made to 46 older people & **Provision of practical help** with shopping/prescriptions to 17 older people. Informal feedback indicated 100% older people felt emergency food boxes & practical help/support was crucial to their physical health & wellbeing during COVID-19

"just wanted to pass on a message from A re foodbank delivery - she is unbelievably chuffed and how lovely the volunteers were - the lady is really vulnerable with no one able to shop for her"

"Mrs B is absolutely over the moon about her parcel. She said it was like Christmas all over again, she couldn't believe it, was so grateful. It made a huge difference to her both practically and psychologically."



Volunteer Digital support



Activity Pack - Afternoon tea



Newsletter

Special thanks must go to Mary O'Connell (Older People worker) who provided support to NEECAG Leith, Pilmeny Development Project and to all NEECAG members and committee for their hard work in 2021/22

Anne Munro
Manager Pilmeny Development Project

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Pilmeny's response to COVID-19 April 2021 - March 2022



Older People and Carers

4,466 calls made
for befriending/contact service

102 Befriending Meetings
Socially distancing In-Person

1,850 newsletters
distributed to socially isolated older people

147 Digital lessons
with **350** participants

109 virtual sessions
With **674** participants

48 Social Group Activities
With **382** participants

Young People and families

157 Youth Clubs/ Trips
1,457 young people attending
e.g. Christmas Trips, Easter Egg Hunt

Plus **20** Virtual Youth Clubs
72 young people attending

132 1:1 calls made
to vulnerable young people

693 contacts to Parents
& **168** contact to School

47 resource packs
e.g. sensory packs, books,
easter programme packs, etc,

Christmas 2021

350 Activity Packs
350 Christmas Cards
250 Personalised Gifts

103 Toys/ Gift Parcels delivered
Plus **4** Christmas Trips
e.g. Winter Wonderland

Plus practical support e.g. foodbank deliveries, gardening,
accompanying to medical appointments, etc

over **100** fantastic local volunteers
over **2,100** Volunteer Hours



Finance Report

Leith NEECAG does not have a separate bank account, with Leith NEECAG accounts included within PDP Bookkeeping and Annual Audit procedures.

An extract of PDP Financial Activities 2021/22 is included on page 12 of this report.

Copies of the full accounts detailing NEECAG income and expenditure for 2019/20 are available from PDP and on their website www.pilmenydevelopmentproject.co.uk

Appointment of Independent Examiner of Annual Accounts

Cowan & Partners undertake Annual Accounts for Pilmeny Development Project and have been reappointed for 2022/23. PDP Admin Staff Member Gita Filipova is currently undertaking the work associated with OSCR reporting re Leith NEECAG.

Pilmeny Development Project Extract from Audited Accounts 2021/22
Detailed Statement of Financial Activities for the Year Ended 31 March 2022

	31.3.22	31.3.21
	£	£
INCOME AND ENDOWMENTS		
Charitable activities		
Grant awards	94,701	89,682
Older Men Project	8,897	8,385
NEECAG Income	366	28
Older People Services	13,665	17,421
15 BS Income	2,984	2,184
Management fees	12,796	17,000
Other Income	<u>94,916</u>	<u>74,897</u>
	228,325	209,597
Total incoming resources	228,325	209,597
EXPENDITURE		
Charitable activities		
Staff costs-Older Men Project	6,356	3,548
Staff costs- CEC	77,881	80,832
Staff costs - Older People	22,355	28,738
Property costs - CEC	10,058	6,483
Property Costs Older Men	2,000	-
Project costs	38,355	68,369
Project Costs CEC	20,926	16,746
Project costs - Headquarters	4,885	2,790
Project costs- Older Men	71	102
Project costs - Older people	511	187
Management Charges - Older Men	2,000	-
Interest on pension scheme	259	854
Plant and machinery	144	171
Fixtures and fittings	<u>686</u>	<u>-</u>
	186,487	208,820
Support costs		
Governance costs		
Independent Examination Fee	<u>2,460</u>	<u>2,352</u>
Total resources expended	188,947	211,172
Net income/(expenditure)	<u>39,378</u>	<u>(1,575)</u>



Pilmeny Development Project

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OSCR
2nd Floor Quadrant House
9 Riverside Drive
Dundee
DD1 4NY

From: NEECAG
North East Edinburgh Care Action Group
Leith Branch
SCO35416

17th May, 2022

Dear Sir/ Madam

I am writing on behalf of NEECAG Leith, enclosing the 2021 - 2022 Annual Return and Annual Trustees Report 2021/2022.

I am also writing to inform you that NEECAG Leith does not have its own bank account and therefore there are no accounts for the period 2021/2022. NEECAG Leith is still seeking sustainable funding.

We do hope this fulfils your requirements.

Yours sincerely,

Gita Filipova

Signature:

Pilmeny Development Project, Office Administrator
On behalf of Leith NEECAG

Date: