

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

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

ندوة لمناقشة الخدمات والمسائل المتعلقة بكبار السن في الجالية.

কর্মসমিতির বৃত্ত লোকসেবার 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।

کیونکہ ہمیں ہر مہر سیدہ افراد کے لیے خدمات اور دوسرے موضوع پر مشورہ (سہا جت) کیلئے فورم۔

NEECAG PORTOBELLO ANNUAL REPORT 2021/22



SCOTTISH CHARITY No: SCO35417

North East Edinburgh Care Action Group (NEECAG)

Portobello NEECAG Annual Report 2021/22

The main purpose of the Group 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, key aims and objectives for the group were agreed:-

Aim: To improve services for older people in Portobello/Leith areas through increased Consultation and involvement of older people and their carers

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 establish a means of making regular contributions to service planners and provider.

Membership

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

**NORTH EAST EDINBURGH CARE ACTION GROUP
NEECAG PORTOBELLO**

AGENDA

ANNUAL GENERAL MEETING

**To be held on Thursday 24th November 2022
At 2pm in Portobello Community Centre (The Wash House),
3 Adelphi Grove, Portobello EH15 1AP**

WELCOME:

- 1. Apologies**
- 2. Approval of previous AGM Minutes (26th October 2021)**
- 3. Matters Arising**

- 4. Presentation of Chairs and Annual Report on work undertaken over the Year 2021/22**

- 5. Presentation of Annual Accounts 2021/22**

- 6. Finance Report & Appointment of Independent examiner of accounts for next financial year (2022/23)**

- 7. Election of Office Bearers & Committee**
 - a. Chairperson**
 - b. Vice Chairperson**
 - c. Secretary**
 - d. Treasurer**
 - e. Committee Members**

- 8. Any Other Competent Business (AOCB)**

The meeting will close with tea and cake in the usual tradition!

**Minutes of North East Edinburgh Care Action Group
NEECAG Portobello ANNUAL GENERAL MEETING
Held on Tuesday 26th October 2021 at 2pm on a Zoom meeting**

ATTENDANCE: Laura McMurdo, Marion Garrioch, Norma Robson, James Anderson, Sheila Anderson, Anne Munro, Mary O'Connell.

APOLOGIES: Ann Weyzig, John McMillan, Lucy Lawrence, Trudy Wilson.

1. **Welcome:** Anne welcomed everyone to the AGM. Due to COVID-19 restrictions Portobello NEECAG had to organise a virtual AGM over zoom.
2. **Approval of previous AGM minutes:** 26 January 2021. Minutes approved by Laura McMurdo and Mary O'Connell.
3. **Annual Report 2020-2021:** This was another challenging year. Mode of contact with NEECAG members -180 members from Portobello and Leith received Telephone calls, Newsletters, Activity packs, Quizzes/Competitions, Digital ZOOM groups. Anne explained about the Digital work and training for this due to monies received. The last meeting of face to face members was the 23rd March 2020.

All members will receive updates and minutes of this AGM.

We are presently looking at meeting in person after the year. We have been in touch with the Wash house to book our space for Portobello NEECAG monthly meetings.

Voluntary work has been carried out to deliver support to people and NEECAG members have benefited from this. Anne gave an example of an elderly couple who were concerned about the mess of a family member's grave. This was acted on and helped to alleviate the anxiety and worry for the couple.

4. **Presentation of Annual Accounts 2020/2021**

James (Treasurer) No accounts - Figures are pretty similar. Anne will circulate when the accounts are completed. Everyone agreed to this. Anne has managed to receive funding and this will leave NEECAG with monies to start- budget 2022. Anne will contact James and Sheila Anderson re Audit figures.

5. **Appointment of Independent examiner:** Agreed to re appoint Gita Filipova and have Jai Adami

6. **Election of office bearers:**

James and Sheila Anderson-Chair and Treasurer

Committee members:

Laura McMurdo

John McMillan

Norma Robson

Marion Garrioch

7. **AOCB:**

- SOAPA feedback from re U3A Laura. Scottish government new Care service, Care consultations-NEECAG? Older people's champion councillor Catherine Fullerton could link with NEECAG.
- LIP being reviewed and extended - social isolation and loneliness are the 2 main criteria- NEECAG have a chart on this.
- Activities- Age Scotland-Christmas gets together/hampers.
- Check out community hall Bellfield Street?

A big thanks to Anne and staff for all their hard work, committee members, and volunteers who without all your dedication our work to support older people would not be possible.

Our next NEECAG AGM will be after March 2022 when I hope we can all meet up face to face.

North East Edinburgh Care Action Group (NEECAG) Portobello NEECAG Annual Report 2021/22



It is with great sadness that we inform you of the passing of James Anderson in July 2022.

James was Chairperson of Portobello NEECAG and has been a valued and committed member of Portobello NEECAG and Pilmeny Development Project for over 25 years. He will be sadly missed.

Our thoughts and prayers are with James' family and friends.

Chairpersons Report (On behalf of James)

We had a challenging year for Portobello 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 Portobello 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 Portobello and North East Edinburgh. We would like to thank 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 Portobello NEECAG members who come along to the meetings and support the Group. We could not continue without your help.

Anne Munro (PDP)

NEECAG Leith & Portobello Annual Report 2021/22

Support is provided by Pilmey 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

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

Older People and Carers	Young People and families
4,466 calls made for befriending/contact service	157 Youth Clubs/ Trips 1,457 young people attending e.g. Christmas Trips, Easter Egg Hunt
102 Befriending Meetings Socially distancing In-Person	Plus 20 Virtual Youth Clubs 72 young people attending
1,850 newsletters distributed to socially isolated older people	132 1:1 calls made to vulnerable young people
147 Digital lessons with 350 participants	693 contacts to Parents & 168 contact to School
109 virtual sessions With 674 participants	47 resource packs e.g. sensory packs, books, easter programme packs, etc,
48 Social Group Activities With 382 participants	

Christmas 2021

350 Activity Packs	103 Toys/ Gift Parcels delivered
350 Christmas Cards	Plus 4 Christmas Trips e.g. Winter Wonderland
250 Personalised Gifts	

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

Over 100 fantastic local volunteers
over 2,100 Volunteer Hours

INVESTING IN VOLUNTEERS

OSCR
 Scottish Charity Regulator
www.oscr.org.uk
 Registered Charity
 SC002549

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

Finance Report

PORTOBELLO NEECAG
(North East Edinburgh Care Action Group)

ANNUAL ACCOUNTS

for period
April 2021 – March 2022

NORTH EAST EDINBURGH CARE ACTION GROUP (NEECAG) - PORTOBELLO

**ANNUAL ACCOUNTS
for the YEAR ENDING 31st MARCH 2022
SCOTTISH CHARITY No: SCO 35417**

Current Management Committee:

James Anderson and Sheila Anderson (Chair Person & treasurer), Ms Trudy Wilson (Vice Chair Person), Ann Weijzig (Secretary).

Committee Members: Margaret Fraser.

Recruitment Appointment of Management Committee:

All of the NEECAG Committee were appointed or reappointed by members at our A.G.M.

Governing Document:

The association is a charitable unincorporated association and the purpose and administration arrangements are set out in our constitution.

Charitable Purposes:

Our purposes as recorded in our constitution are to prevent or relieve poverty, the advancement of education & health and the advancement of citizenship & community development.

Management Committee Remuneration & Expenses:

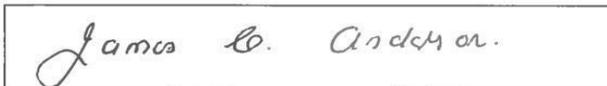
The Management Committee (did not) receive any remuneration or expenses during the year.

Reserves:

General Fund

Approved by the Committee and signed on their behalf

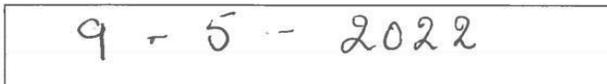
Signature:



James Anderson

Chairperson

Date:



NEECAG (Portobello)

STATEMENT OF ACCOUNTS
1st April 2021 – 31st March 2022

<u>INCOME</u>	<u>EXPENDITURE</u>
No income was generated during Financial year 2020/2021	<u>Room Hire - Year 2021/2022</u> Wash House 40.00 <u>Refreshments – Year 2021/2022</u> Total for 2 sessions 4.60
Total Income £0.00	Total Expenditure £44.60

NORTH EAST EDINBURGH CARE ACTION GROUP (NEECAG) - Portobello
STATEMENT OF BALANCES AT 31st MARCH 2022

Bank and Cash in Hand

Opening Balance		£660.94
Expenditure year	-£44.60	
Income year	£0.00	-£44.60
Closing Balance		<u>£660.94</u>

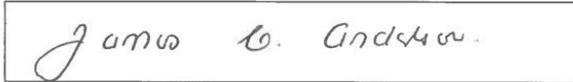
Reserves

General Fund	£616.34
Associations to be paid	Nil

Assets None

Approved by the Committee and signed on their behalf

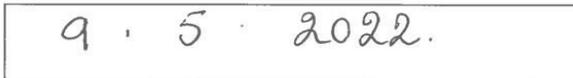
Signature:



James Anderson

Treasurer/ Trustee

Date:





Pitmeny Development Project

19-21 Buchanan Street, Edinburgh EH6 8SQ

Tel: 0131 553 2559

E-mail: pitmenyproject@btconnect.com

Website: www.pitmenydevelopmentproject.co.uk

Attention OSCR

2nd May 2022

SCO35417 – NORTH EAST EDINBURGH CARE ACTION GROUP (NEECAG) Portobello Branch

The organisation is entitled to have an independent person verify these accounts and I have been asked to do that in my capacity as a community education worker (community learning and development worker).

I report on the financial statements for Portobello NEECAG for the year ended 31 March 2021.

Respective responsibilities of trustees and examiner

The charity's trustees are responsible for the preparation of the accounts in accordance with the terms of the Charities and Trustee Investment (Scotland) Act 2005 and the Charities Accounts (Scotland) Regulations 2006. The charity's trustees consider that the audit requirement of Regulation 10(1)(a) to (c) of the Accounts Regulation does not apply. It is my responsibility to examine the accounts as required under Section 44(1)(c) of the Act and to state whether particular matters have come to my attention.

Basis of the independent examiner's report

My examination was carried out in accordance with Regulation 11 of the Charities Accounts (Scotland) Regulations 2006. An examination includes a review of the accounting records kept by the charity and a comparison of the accounts presented with those records. It also includes consideration of any unusual items or disclosures in the accounts, and seeking explanations from you as trustees concerning any such matters. The procedures undertaken do not provide all the evidence that would be required in an audit, and consequently I do not express an audit opinion on the view given by the accounts.

A company limited by guarantee with number SC188129
Scottish Charity Number SC002549



Independent examiner's statement

In connection with my examination, **no matter** has come to my attention:

- (1) which gives me reasonable cause to believe that, in any material respect, the requirements
- to keep accounting records in accordance with Section 44(1) of the 2005 Act and Regulation 4 of the 2006 Accounts Regulations; and
 - to prepare accounts which accord with the accounting records and to comply with Regulation 8 of the 2006 Accounts Regulations
- have not been met: or
- (2) to which, in my opinion, attention should be drawn in order to enable a proper understanding of the accounts to be reached.

Signature:



Gita Filipova

Pilmeny Development Project office administrator

Date:

