



Bedfordshire SANDS AGM Minutes

13th July 2023

St Andrew's Church, Kimbolton Road, Bedford, MK40 2PF

Attendees:

Laura Edwards – LE	Chair
Paolo Barbarisi – PB	Treasurer
Dalbir Sehmbi – DS	Secretary / Data Officer
Gemma Barbarisi – GB	Befriender
Sandeep Sehmbi – SS	Community Liaison Officer

Apologies:

Rachel Martindale – RM	Committee Member
Claire Ashley – CA	Hospital Liaison & Befriender

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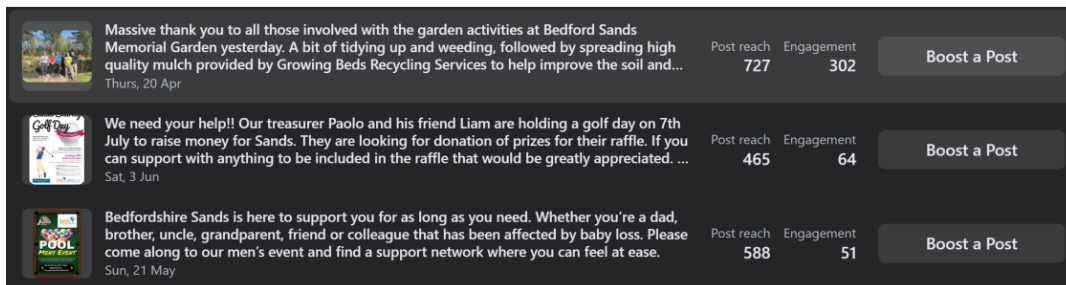
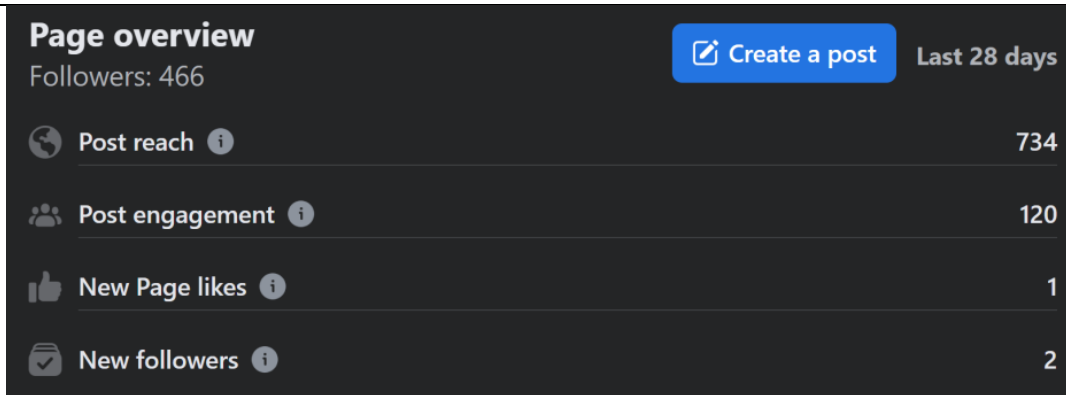
1. Chairpersons Report
2. Treasurer Report
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Item	Description	Action
1.0	<i>Chairpersons Report – Laura Edwards</i>	
1.1	<p>Here we are another year gone by. It doesn't seem like 5 minutes since I let you all know I was moving back to Chicksands and wanted to get back involved in the committee and as a result I have been privileged to be your chair for the last 2 years. I've had highs and lows in this role especially this year the lows where I don't feel like I've really lived up to the role with lots of personal things to contend with meaning I have had lack of focus to really do this role and support you all. I apologise for that.</p> <p>I hope all in all though that I have served the group as chair well in the time I have been here. As many of you already know, I am back on the move to Wiltshire so sadly it's my time to step down and hand the reins over to the next very capable chair.</p> <p>I know this last year has been partly challenging with changes out of our hands that head office seem to like throwing out there and other frustrations felt but aside from this I really do believe this is a strong and dedicated group and I know how much this means to you all so I want to say thank you for all your hard work and commitment to keeping this group running to continue supporting families. We welcomed Sandeep to the group and already you are making a difference in the community and the group.</p> <p>Support meetings have continued to run thanks to the dedication of Gemma and those supporting these each month. These are at the heart of what we are here to do - supporting bereaved families.</p> <p>I am also really pleased as I depart, that our long running project to sound proof and upgrade The bereavement suite at the L&D has been completed - credit & thanks to the persistence and dedication of you Paolo.</p> <p>We continue to run yearly events when we can. These wouldn't happen without you guys (especially Dalbir our IT guru getting everything out on email and social media)</p> <p>I want to wish you all the best for the next year and look forward to being able to attend the baby loss awareness event this year with you all.</p> <p>Thank you to you all for believing in me and having me as your chair. For now, I will depart but this group means a lot to me so I hope to stay involved in some capacity once I've moved and settled and have some head space to help where I can. Please keep in touch. You are all amazing.</p> <p>Most importantly to end, I want to just reiterate my personal thanks to you all for all you do for this committee and supporting families. I know the last year has come with challenges but it's clear how strong this group is even with a small number of committee members and that is credit to you!</p>	



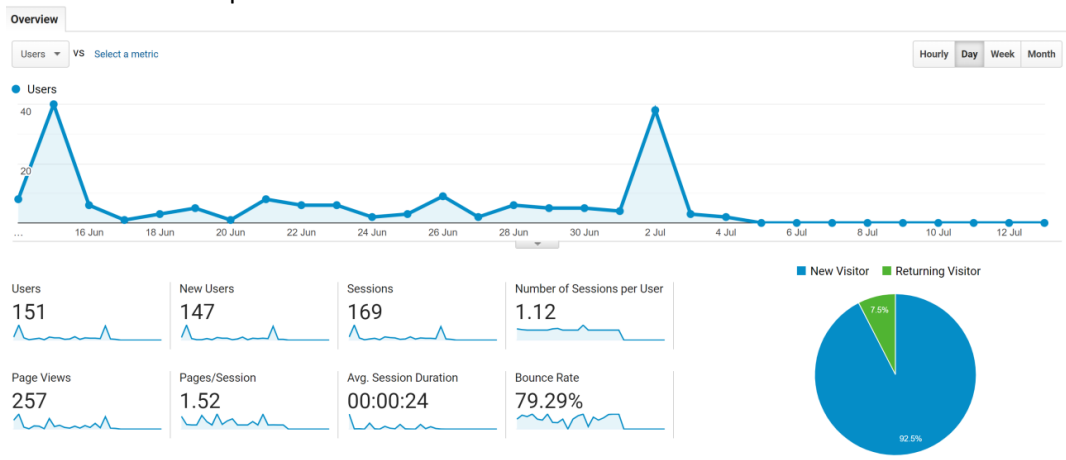
2.0	Treasurers Report – Paolo Barbarisi																																													
2.1	<p>Individual funds are now depleted with the most recent pebble order made on 10/07/23. The budget request has been made to Group Finance for the total of £1,740 to include the following items;</p> <table border="1"> <thead> <tr> <th>Item</th> <th>Cost</th> <th>Qty</th> <th>Total Cost</th> </tr> </thead> <tbody> <tr> <td>Monthly Support Meetings</td> <td>£ 15.40</td> <td>11</td> <td>£ 169.40</td> </tr> <tr> <td>AGM Meeting</td> <td>£ 21.00</td> <td>1</td> <td>£ 21.00</td> </tr> <tr> <td>Summer Event</td> <td>£ 250.00</td> <td>1</td> <td>£ 250.00</td> </tr> <tr> <td>BLAW Event</td> <td>£ 150.00</td> <td>1</td> <td>£ 150.00</td> </tr> <tr> <td>Christmas Event</td> <td>£ 200.00</td> <td>1</td> <td>£ 200.00</td> </tr> <tr> <td>Christmas Workshop</td> <td>£ 100.00</td> <td>1</td> <td>£ 100.00</td> </tr> <tr> <td>Pebble Requests</td> <td>£ 30.00</td> <td>18</td> <td>£ 540.00</td> </tr> <tr> <td>Stationary (Cards and Stamps)</td> <td>£ 100.00</td> <td>1</td> <td>£ 100.00</td> </tr> <tr> <td>Garden Costs (plants, equipment, refreshments etc)</td> <td>£ 300.00</td> <td>1</td> <td>£ 300.00</td> </tr> <tr> <td colspan="2">Grand Total</td> <td>£</td> <td>1,830.40</td> </tr> </tbody> </table> <p>Group Finance are setting up a bank account for me to process payments (upto 8 weeks).</p>	Item	Cost	Qty	Total Cost	Monthly Support Meetings	£ 15.40	11	£ 169.40	AGM Meeting	£ 21.00	1	£ 21.00	Summer Event	£ 250.00	1	£ 250.00	BLAW Event	£ 150.00	1	£ 150.00	Christmas Event	£ 200.00	1	£ 200.00	Christmas Workshop	£ 100.00	1	£ 100.00	Pebble Requests	£ 30.00	18	£ 540.00	Stationary (Cards and Stamps)	£ 100.00	1	£ 100.00	Garden Costs (plants, equipment, refreshments etc)	£ 300.00	1	£ 300.00	Grand Total		£	1,830.40	
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3.0	Fundraising Report – Paolo Barbarisi																																													
3.1	<p>Recent Golf Charity Day has raised in the region of £5,000. An additional £1,000 will be raised by the sale or sporting merchandise kindly donated. The amount of £6,000 was raised during the previous golf day (2022).</p> <p>I have made contact with a local trust (Gale Family Charity Trust) who have indicated that they would be prepared to “top up” the Bedford Hospital Project Pot to allow these works to be undertaken.</p> <p>Once I receive a response I will confirm with the Committee</p> <p>Additional fundraising activities will be scheduled later in the year and the Treasurer will make the Committee aware of the plans in due course.</p>																																													
4.0	Hospital’s Report – Claire Ashley																																													
4.1	<p>Claire emailed the group and made them aware that she wished to take a step back from the Bedfordshire Sands group and will no longer be acting as a befriender or Hospital Liaison.</p> <p>The Committe would like to thank Claire for all her efforts and involvement with the great work carried out to support bereaved parents and thier families in Bedfordshire.</p>																																													
4.2	<p><u>Bedford Hospital</u></p> <ul style="list-style-type: none"> • Continue to provide; <ul style="list-style-type: none"> ➢ Boxes x12 ➢ Booklets x12 ➢ Heart in hand keyrings x12 • Boxes where ordered in <ul style="list-style-type: none"> ➢ September 2022 ➢ March 2023 ➢ July 2023 																																													

	<ul style="list-style-type: none"> • Bereavement support books provided. Sands have updated bereavement books in different language are to only be provide printed not hard copies. • The hospital are in contact with Ocean Emotional Support for those living through birth trauma and birth loss • The hospital are also using “Remember my baby” (photography service) • The Project Grant has been approved and fundraising is in place for the emergency staircase access to/from the Butterfly Suite • Baby Loss Event was done in October and was a lovely service, there was a good turnout. Two families that have attended our support groups. There were candles for families to light and a choir singing as families lit the candles. Families were given the chance to read, play a song for their little one if they wish too. A tree with messages was provided if families wish to write a message. There was cakes and drinks provided by the hospitals. Not many people stayed for event after. <p><u>Luton & Dunstable Hospital</u></p> <ul style="list-style-type: none"> • Delivery Suite Room 9 (bereavement room) works have now been completed with the soundproof doors installed and the kitchenette area improved. The feedback from the bereavement midwife is very positive. • Luton has received bereavement support books • BLW was an inhouse event for all staff- Set in staffroom • The hospital are in contact with Ocean Emotional Support for those living through birth trauma and birth loss 	
5.0	IT Report	
5.1	<p>There have been some major changes from head office at the start of the year which has caused on going issues for our group. The main change was from using a single Office 365 account with a single shared email account to a new domain with personal email accounts for each committee member as well as shared email inbox account for the main roles (Chair, treasurer, general inbox, support). These changes have caused multiple issues such as (but not limited to):</p> <ul style="list-style-type: none"> • Loss of members email distribution group • Loss of access to the Pebble request form • Loss of emails • Loss of all forms and other data in SharePoint. <p>A lot of these issues are being worked through with Sands Head office and Sands’ IT consultancy team (Cyan) and is ongoing. We have workarounds in place currently. The Just Giving page was setup by someone that no longer works at Sands and used their personal accounts. Therefore, we have lost access to these accounts. We are now in the process of transferring to Enthuse. A new page has been setup for the project. The Facebook page is continuing successfully. Facebook is now being run by Gemma. Over the last 28 days, we now have 466 followers. The top 3 Post reached over the last 90 days is also shown below, with the highest post being related to gardening at the Memorial Garden with 727. This was also the highest Post engagement.</p> <p>NOTE: Engagement: The number of interactions your content received from users (likes, comments, shares, saves, etc.). Reach: The number of people who see your content).</p>	



This year we have also decided to setup a Instagram page to keep relevant. Again, this is being run by Gemma.

The website is still being maintained by myself (Dalbir). We have had 151 users to our website in the last 90 days and 147 are new users in this period. We have had 257 page views in this same period. Details below.



6.0 Community Engagement Report

- 6.1 Since last summer
- Face to face meeting with Oceans to raise awareness of what our local group offers.
 - Attended Non-statutory service quarterly meetings.
 - Created Posters for Sands Social Events such as summer picnic Men's pool night for social media engagement.
 - Dropped off posters for Sands support at Dr Surgeries, this was not very successful due to not having NHS logo, but we now have a new strategy to circulate posters at other venues such as Polam pool and children centres.

	<ul style="list-style-type: none"> • Arranged Translation of support booklets for EAL families to engage other communities for support. • Supported with monthly support meeting with Gemma and informed bereaved family members of non-statutory support within Bedford • Collecting Christmas raffle prizes and engaging with Bedford community to spread the work of Bedfordshire Sands 	
7.0	<i>Support Meeting Report</i>	
7.1	<p>We have had a total of 12 people attend support meetings since January this year [REDACTED] [REDACTED] These have all been held in the Consultation room at St Andrews Church which is warm and comfortable space which us working well.</p> <p>Generally, people will make contact through email initially before attending, but we do get people unexpectedly turn up sometimes. Depending on the time of loss and hospital, some bereaved parents may receive a 4 Louis, Chums or Sands memory box. We have only started asking how they heard about the group, but sometimes this has been through searching web or getting a leaflet. I'm still not entirely sure how much is given out with our information at Bedford Hospital and would be keen to learn and understand more about signposting to our group from them. Perhaps arranging a meeting with Sarah the bereavement midwife.</p> <p>We are really short on befrienders with only myself fully trained supporting meetings since Claire stepped down last year. Thankfully Sandeep has been a massive support and help which I'm grateful for, otherwise these meetings might not happen. Hopefully she is happy to continue supporting and will take her Befriender training when possible.</p> <p>Kayleigh, who is the Befriender Programme Senior Co-ordinator has recently been in touch. She has been appointed to help support Befrienders across the UK and help groups like ours find ways of recruiting Befrienders as speaking to other groups they have similar challenges and struggling for volunteers. She will be there to support Befrienders and hopefully help bring them together more frequently whether it's online meetings or face to face in the future.</p>	
8.0	<i>Committee Elections</i>	
8.1	Chair	
	Nominee: Paolo Barbarisi	
	Second: Gemma Barbarisi	
8.2	Treasurer	
	Nominee: Paolo Barbarisi	
	Second: Sandeep Sehmbi	
8.3	Secretary	
	Nominee: Dalbir Sehmbi	
	Second: Sandeep Sehmbi	
8.4	Additional roles; <ul style="list-style-type: none"> • Hospital Liason Officer – Gemma Barbarisi • IT Admin – Dalbir Sehmbi • Community Engagement Officer – Sandeep Sehmbi 	

9.0	AOB	
9.1	<p>Summer Event</p> <p>Decision was made to cancel the event due to the bad weather</p> <ul style="list-style-type: none"> • GB – to post on FB and Instagram • DS – to email out and update website 	
9.2	<p>Handover for volunteers into new roles (to be completed by the end of July)</p> <ul style="list-style-type: none"> • Inform Sands of the change of committee • Inform Sands to delete CA email address • New Sands email address for SS • Inform Sands Head Office to cancel LE bank card • Christmas / Anniversary cards to be taken over by Laura 	PB PB PB PB LE
9.3	<p>Contact Details</p> <ul style="list-style-type: none"> • Contact List to be reviewed to ensure contact details are correct for all members registered. • Confirmation if Anniversary Cards are desired to be obtained. 	DS/LE LE
9.4	<p>Contact Details, Social Media and Fundraising information</p> <ul style="list-style-type: none"> • Website: www.bedfordshire.sands.org.uk • Email: bedfordshire@sandsvolunteer.org.uk • Support Meetings: 3rd Monday of every Month (see website for details) • Befriender Support number: 07474 064132 • Facebook: Search @beds.sands • Instagram: Bedfordshire_sands • Donate: https://sands.enthuse.com/cf/bedford-hospitals-butterfly-suite 	
9.5	<p>Next Meeting</p> <p>End of August to discuss BLAW 2023. Doodle poll to confirm suitable date</p>	DS