



Bedfordshire Sands Annual General Meeting 2019

Date: 28th August 2019

Time: 19:30 – 21:30

Location: Holiday Inn, Elstow Interchange A6/A421, Bedford, MK42 9BF

Agenda

1. Chairpersons Report
2. Treasurers Report
3. Election of Committee Members
4. Bedfordshire Projects:
 - a. Memorial Garden
 - b. Virtual Memorial Garden
 - c. Bedford Hospital
 - d. L&D Hospital
5. Support Meeting Structure
6. Baby Loss Awareness Week (BLAW 2019)
7. Men's Group
8. Financial Model
9. AOB

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Support Meetings: 3rd Wednesday of every Month (see website for details)



Bedfordshire SANDS AGM Minutes – 28 August 2019

Attendees;

Fiona Wustrau – FW	Chair
Claire Ashley – CA	Hospital Liaison
Rose Abrehart– RA	East Network Coordinator
Dalbir Sehmbi – DS	Secretary
Laura Edwards – LS	Exiting Treasurer

Apologies;

Paolo Barbarisi – PB	Treasurer
Cara Holland – CH	
Tracey McGrath – TM	

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Item	Description	Action
0.0	Previous AGM Minutes	N/A
1.0	Chairpersons report	
1.1	See end of minutes for the report	None
1.2	CA: Befriender training booked in London for 21/22 September	None
2.0	Treasurers Report	
2.1	See end of minutes for the report. Read by RA in PB absence	None
3.0	Election of Committee members	
3.1	Chair: FW. Nominated by DS, second by CA	None
3.2	Treasurer: PB. Nominated by FW, second by CA	None
3.3	Secretary: DS. Nominated by FW, second by CA	None
3.4	Hospital Liaison: CA. Nominated by FW, second by DS	None
4.0	Bedfordshire Projects	
<u>4.1</u>	<u>Memorial Garden</u>	
4.1.1	Clearance of the site has been done by PA and work colleagues	None
4.1.2	Work commence in September 2019 to be completed by BLAW (Baby Loss Awareness Week)	None
4.1.3	Waiting for Bartlet (Tree Surgeon) for a start date	None
4.1.4	Contacted Landscaper to carry out planting work. Cannot be done by Crematorium ground staff	None
4.1.5	Entrance gate will be 1.2m wide. With 2 side panels gives total width of 2.5m. Butterflies in the side panels will be 0.5x0.5m	None
4.1.6	Committee have agreed to go for a chest height gate (1.3m approx.)	None
4.1.7	Can add a structure over the top at a later date and get some climber plant to grow over if the gate looks out of proportion with hedges	None
4.1.8	Survey of Quotes for the Moon gates. Top 4 are: <ul style="list-style-type: none"> • 'I carried you for every second of your life, and I will love you every second of mine' (55% of votes) • 'I may have only held you in my arms for a moment, but I will hold you in my heart forever' (50%) • 'If I had a flower for every time I thought of you, I could walk in my garden forever' (40% of votes) • 'There is no foot too small that it cannot leave an imprint on this world' (30% of votes) 20 responses received from 50 people (40%)	None
4.1.9	Next year's budget also includes memorial garden maintenance	None
	RA has mentioned that Dobbies Garden Centres work closely with other Sands Local group and could help plants etc.	None
<u>4.2</u>	<u>Virtual Memorial Garden</u>	
4.2.1	On the Sands Website where people can leave messages on a virtual garden for a fee.	None

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	RA to find out if local groups can have our own virtual Garden to raise money	RA
	RA to ask fundraising team about an option for 'No Donation' or £1 to add to the Virtual Garden page	RA
<u>4.3</u>	<u>Bedford Hospital</u>	
4.3.1	New Kitchenette, Bed, Coffee Machine, Pods, Toiletries pack, Memory Boxes and Soft furnishings have arrived for Butterfly Suite	None
4.3.2	PA emailed Jason (Bedford Hospital Estates Team) but got Out Of Office Reply on 27/08/19. Waiting for Jason to find out dates for installing equipment into the Butterfly Suite	None
4.3.3	Communication with CA and Bedford Hospital is limited as the hospital is not responding in a timely manner possibly due to having no specific bereavement midwife although 2 midwives take on the work. One midwife has been off work for a while. Second midwife is responding to CA. CA still sending messages to Midwives to remind them about (Bedfordshire) Sands services.	None
4.3.4	RA mentioned Bedford Hospital have expressed interest into National Bereavement Care Pathway (NBCP). CA was told that they have signed up. RA can do conference calls with Bedford Hospital to get them to sign up	None
4.3.5	CA waiting for the Matron to agree using a side exit from Butterfly suite using FOB system.	CA
<u>4.4</u>	<u>L&D Hospital</u>	
4.4.1	RA & CA confirmed L&D have signed up to NBCP	None
4.4.2	CA has a good relationship with L&D and especially the Bereavement midwife at the hospital	None
4.4.3	Project plan for soundproofing the doors in the Forget Me Not room will be sent once the memorial gardens plans have been signed	None
4.4.4	Currently Forget Me Not has a walk in cupboard with fridge. Next to this is another little cupboard with 4 cold cots and baby clothes. We will be looking to propose shelving and storage for these items and add kitchenette.	None
<u>4.5</u>	<u>General Hospitals Updates</u>	
4.5.1	RA says hospitals are now asking for a remains fridge. Something we will look into getting at both hospitals	None
4.5.2	<ul style="list-style-type: none"> CA spoke to Rohan at Sands about training costs for hospital staff. Rohan said it could come out of Central Funds if 20 people take part for the whole day. Helen at L&D has agreed to send 20 staff for training. CA to liaise on this. RA is questioned CA if it is paid or unpaid for staff CA needs to get Bedford on board 	CA
4.5.3	National Maternity Voices have asked CA to do a talk about how to approach bereaved parents whilst doing home visits after a miscarriage. RA said we support all loss but we need to point out that we may not be the appropriate group. NBCP provides different levels of support available.	None
5.0	Support Meeting Structure	
5.1	Expecting parents / new babies support meeting to move to a different date. DS to advertise on FB / Website	FW & DS
5.2	Bereaved Parents support meeting on 3rd Wednesday of each month	None

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5.3	RA informed committee that we can claim back costs for babysitting for attending any Sands events (meetings/conferences etc.)	None
6.0	Baby Loss Awareness Week (BLAW 9-15 October)	
6.1	Garden should be completed by BLAW. Committee needs to decide how to open the garden. Ideas include: <ul style="list-style-type: none"> • Wave of light on Tuesday of BLAW at the garden / light candles • Get the stones ready before the BLAW for bereaved parents and get them to place into the garden • Hire a Choir • Have the opening of the Garden not related to BLAW therefore reduces pressure on the opening in time • Media coverage <p>Further conversations are required by the committee</p>	None
6.3.	Essex Sands ask people to send in their baby's names. During BLAW, these are advertised on their FB page. DS to chase up with Essex Sands on their process for this.	DS
6.4	Service held in Flitwick and Pottton for BLAW on different dates (Sunday 13th in Pottton, Sunday 6th In Flitwick). Pottton have asked for a befriender to attend to support anyone affected by baby loss.	None
6.5	Have a presence at the hospital service for BLAW. <ul style="list-style-type: none"> • CA to chase up what Bedford Hospital are doing this and see what support Bedfordshire Sands can provide. • CA to speak with the L&D to see what their plans are and how we can help. 	CA
6.6	Lighting up buildings in the county: <ul style="list-style-type: none"> • DS to contact the person who organised the Pink/Blue lights at the Bedford River bridge to see if they are arranging this again. • Luton town hall – FW to chase up. • Woburn Abbey? DS to chase up • CA to ask Dan about Luton town football on match day at half time. <p>If other have ideas for other buildings then please let us know</p>	DS / FW / CA
6.7	PA has asked about having a stall in Bedford Town Centre to raise awareness about Baby loss and Sands.	PB
7.0	Bedfordshire Sands Men's Social Group	
7.1	DS/PB Held first event at Flying Horse, Clophill on 15th August. No one attended.	None
7.2	Next event will be at the White Horse, Newnham Avenue Bedford. DS to confirm September date and update FB/Website	DS
7.3	RA mentioned other groups have done Curry nights and nights out to the cinema then Pubs which seems to work.	None
8.0	Financial Model	
	RA is aware of concern raised by PA at the Network Day	RA

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	Gail (Network Coordinator) had a detailed conversation with PB at the Network day, but no mention of lack communication that PB raised RA to follow up with Gail regarding discussions	
	Guidelines need to be provide to groups for the definitions of projects, and what is core costs.	None
	RA provided FW and PB with budget for next year. Budget includes 3 new befrienders, Midwife training and garden maintenance.	None
	Fundraising rules need to be made clear to groups. Changes have been made to meet the Charity Commission guidelines	None
	Ideas provided to RA for funding for local projects prior to project plans being approved, including: <ul style="list-style-type: none"> • Fundraising can earmark finds for a specific project. If the project does not get approved after a set deadline, then funds go directly to Sands • Donate to hospital directly • GoFundme page rather than a JustGiving page 	None
9.0	AOB	
	CH to provide RA address details to register as a befriender	FW/CH

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Chairs Report

28th August 2019

This has been a busy year for us with a number of significant changes and exciting developments. As ever our core aim is to offer support to bereaved parents. We have been pleased to be able to continue to offer monthly support meetings, I would especially like to thank Claire A for her support with these meetings, having attended all bar 1 in nearly 18 months. We couldn't have done it without you and look forward to you completing your training in the very near future. I am also so pleased that Cara has decided to train as a befriender and will be joining the team soon. A huge thank you to Claire T for her continued commitment to Befriending and all her hard work and support over so many years, I'm sad that she will be standing down from the role but there is a season for everything in life and this season is rightly coming to an end for now. I know we'll still see you but I want to wish you all the best.

In recent months the support group has taken an unexpected turn and become a group for those experiencing pregnancy after loss, as that is the position that all our attendees found themselves in! Whilst exciting, this change was a bit daunting and I am so grateful to Tracey McGrath, who was the previous bereavement midwife at the L&D, for joining us for those meetings. It has been invaluable to have you providing support, advice and answers for parents undertaking this challenging journey, I hope that we will continue to work together.

This year we had the sad task of saying goodbye to Laura as treasurer as she moved away, Laura had been such a solid and central member of the committee for several years and so many of the projects now coming to fruition were seeded by her hard work. The butterfly suite update which she worked tirelessly with the hospital to plan and agree will soon be completed and Laura will join us for an opening event. The memorial garden project which she worked so hard on is finally happening. On Laura's departure we welcomed Paolo as our new treasurer. Paolo has been the driving force behind getting the memorial garden project to become a reality and I cannot thank him enough for his ongoing expertise, drive and determination to see this project through. The new financial model has frustrated us at every turn but we hope the garden will be ready for BLAW in October.

In the middle of the year we had a bit of a role switch around on the committee and Claire A took on all the hospital liaison role whilst Dalbir became secretary. Thank you to both of you for your commitment and innovation in these roles. Claire has reinstated our relationship with the L&D hospital and continued to work with Bedford to ensure both have what they need in terms of support. As well as ensuring hospitals have all the Sands resources they need, she has also given presentations to staff and discussed plans to improve bereavement care and rooms. She and I have also attended the L&D Maternity Voices group to keep up to date with developments and make suggestions from a bereavement point of view. We are so grateful to both hospitals for their commitment to bereavement care.

Dalbir dragged us into the 21st Century and set up cloud based storage that means we can all access documentation more easily. He has worked with Sands central office to iron out some issues with the new email addresses and on designing the new Bedfordshire Sands website which is now live; and I am eternally grateful to him for taking on the Facebook page and making sure both it and the website are kept up to date. And thanks to him we are now all prepped and ready to have meetings by conference call if we need to.

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We have had 2 events in the last year for bereaved parents, our Christmas service which was very well attended and a BBQ in the summer, which was less so, but never the less a good time to remember our babies together. During BLAW 2018 we supported 2 churches who were holding memorial services with advertising and practical support on the day, we were also able to incorporate the Sands random act of kindness awareness raising into one of the events. We have not done any formal fundraising this year, the difficulty of setting up funding pots and the need to use our existing restricted funds meant we haven't been able to. But so much fundraising has been done and funds given by supporters of Bedfordshire Sands we are extremely grateful to all for their hard work, bravery, commitment and passion.

We are looking forward to the next year and have so many exciting plans. We intend to have 2 support meetings a month, one for bereaved families and one with a focus on subsequent pregnancies and babies. We also hope that we can get a Dads social group started, Dalbir and Paolo have been keen to set this up and despite a faltering start we hope that it will blossom in the next year. We hope that the memorial garden will be completed over the next couple of months and would like to hold an event there for BLAW. We will again be supporting the churches who are holding services that week. We are looking to further our connection with others supporting bereaved parents by working with Forever a Parent and Chums as well as the hospitals. We hope to see the completion and re-opening of the Butterfly suite at Bedford Hospital and the improvements to room at the L&D to be completed, as well as being involved in the consultation on the new maternity suite that is going to be built there. Our Christmas service will be held in Flitwick again this December.

It has been a year of great change and great progress, thank you to all who have been part of that and to all who are committed to more in the future.

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Treasurer's Report

With the introduction of the NFM all monies are now managed through the Core costs.

All fundraising carried out by members and others has been deposited into the head offices accounts.

The funds raised previously by the group were allocated to pots for the Bedford Hospital Butterfly Suite and the Bedford Memorial Garden.

Head office has paid the grant to Bedford Hospital and the works are scheduled to be carried out imminently.

The Memorial Garden agreement has finally been signed by Bedford Council and head office are awaiting the hard copy to formally approve the project.

The groups intentions are to carry out improvement works in the bereavement room at L&D. As soon as the Memorial Garden agreement has been signed off, the project plan will be submitted for the soundproof door to the room.

The Treasurer is still awaiting clarification from Jen Coates following concerns raised during the London Networking meeting. This has been followed up on a number of occasions with Gail Precious but no response has been received. Any assistance from the East Network coordinator is greatly appreciated.

Also, if the East Network coordinator can assist with obtaining a formal process/procedure from head office which would enable groups to clearly understand the approval sign-off and timescales to avoid possible frustrations from groups.

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