

## Subject to agreement at 2020 AGM

Cymru Older People's Alliance  
AGM  
30<sup>th</sup> October 2019  
St Michael's Centre, Abergavenny

Attending: Angela Tritschler, Clive Owen, Gaynor Davies, Gilly Davies, Hazel Maguire, Ken Davies, Lyn Finn, Lynda Corre, Phyllis Preece, Ralph Stevens, Steve Milsom, Cynthia Clarke, Sue Jones, Wyn Llewellyn, Bill Martin, Penny Welsby, Yvonne Owen, Keith Wood

Observer: David McKinney, Office of the Commissioner for Older People

Speaker: Michael Phillips

Secretariat: Amanda O'Shea – Age Cymru

Apologies: Lynda Wallis, Delwyn Evans

### **1. Welcome**

Steve introduced the top table and Trustees. Those attending introduce themselves.

Steve went on to welcome everyone to Abergavenny. He noted that this was the third COPA AGM since becoming a charity in September 2017 and it was an important event not just to complete business required by the Constitution but also to share information and opinions, to celebrate achievements as well as to help give a new direction to Cymru Older People's Alliance.

The AGM this year is particularly crucial in ensuring COPA is as fit for business as it could be. The Welsh Government will be issuing a new Strategy for an Ageing Population for consultation shortly, setting up a new Ministerial Advisory Forum on Ageing and taking forward a Review of Engagement of Older People in Wales. These developments are all likely to have significant implications for COPA and for local 50+ Forums.

Steve gave an over view of how the AGM would run through the afternoon.

### **2. Apologies**

Apologies were received from:

Lynda Wallis and Delwyn Evans

### **3. Speaker – Michael Phillips, Age Cymru**

Steve welcomed the guest speaker Michael Phillips of Age Cymru.

Michael has gained a reputation for producing excellent media and press releases raising the profile on a wide range of issues impacting on older people today. A feature of those is how the issues are made relevant by using real life examples and

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the words of older people. Michael will be talking about some important matters concerning older people and what support they can get in dealing with them.

A copy of Michael's presentation is attached to these minutes.

Michael went on to ask for questions:

Phyllis: Over 32,000 older people do not claim pension credit that they are entitled too. What is Age Cymru doing to help this?

Answer: Age Cymru agree that the process for claiming pension is far too complicated. There are a lot of form filling and people just don't want to do it. Age Cymru are currently campaigning to try and make the process easier. They feel that the wording used is incorrect, Pension Credit should be an entitlement not a benefit. The lack of people applying for pension credit is also an ignorance of what is available. It is hoped that the TV licence campaign will make more people aware of this benefit.

Gaynor: People in rural areas don't necessarily know what is available. Can Age Cymru produce a card with usual telephone numbers one?

Answer: Age Cymru currently have a business size card with the Advice line number on. Michael will arrange to get some sent to all attendees. **ACTION – AOS**

Sylvia – Are there any Nordic Walking classes available in the North Wales area?

Answer: Yes, Nordic Walking is very active in this area, especially in Age Cymru Gwynedd a Mon. Michael will arrange for a member of the team dealing with Nordic Walking to contact Sylvia. **ACTION – AOS**

Penny – Anglesey Local Authority have one number which can be rung to access various different organisations. This is very useful and more areas should have it.

Answer: Michael reminded the group that Age Cymru has an advice line (08000 223 444) which can signpost people to a large number of different Organisations.

Other comments made:

Applications for the Winter Celebrations are currently open and these are used as a way of bringing people together for events such as lunches and Christmas parties.

Stage Coach have produced a card that says that the person holding it is a bit slower than normal and asks the driver to allow more time to let them sit down – excellent good practice.

Steve thanked Michael for his time.

#### **4. Declaration of conflict of interest:**

Steve noted that he was a Trustee for Age Cymru and that he was currently on the Audit and Risk committee for the Older People's Commissioner.

No other conflicts of interest were declared.

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### **5. Rules for AGM**

Steve noted that a copy of the rules for the AGM were circulated with the paperwork. The main points to note are:

- any decision of the voting members may be taken by means of a resolution at a general meeting. Such a resolution may be passed by a simple majority of votes cast at the meeting – that will apply to the Annual Report and Accounts, resolution 4 and to the 4 Motions for debate
- a resolution to change the constitution or remove a trustee is passed by a 75% majority of votes cast at a general meeting of the members – that will apply to resolution 1,2 and 3 and potentially item 10
- the rules in relation to setting up the AGM and provision of papers have already been satisfied.

### **6. Minutes from previous AGM**

The minutes from the previous AGM were approved.

### **7. Matters arising from the minutes**

Steve noted at the last AGM the then Chair of Newport 50+ raised his concern that we were using a large hotel rather than a public or third sector venue. We explained that it was the only one available that met the criteria i. big enough for 60+ people; ii. had disabled access that met requirements set by WG iii. best cost available. We promised to consider his suggestion for the future. Steve wanted to note for the minutes today that we have this year used a community venue for our AGM here at St Michaels. However, the Board will always take the right choice about the venue used for AGMs and Conference according to the prevailing needs and circumstances

### **8. Presentation and Adoption of Annual Report (Chair)**

Steve presented the Annual Report and gave a brief summary:

- Firstly, the report covers the period November 2018 to October 2019 – the Accounts cover the financial year up to 5 April 2019
- The Board have over the last 12 months strengthened Governance arrangements that are essential to all charities. We are now fully established and up and running as a charity
- We have identified and dealt with the need to increase our capacity at Board level advertising for 3 Trustees with one for the Gwent regions being filled by Dr Ralph Stevens and the other 2 for N Wales in the process of completion in November
- 10 new Policies and related procedures to ensure compliance with Charity Commission requirements were developed and agreed by the Board. This includes a Welsh Language policy and Action Plan

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- A COPA Manifesto for Older People in Wales was developed in consultation with local forums and sent to the new political leaders in Wales in February 2019. It was noted that the manifesto will be useful in the forthcoming General Election.
- We have prioritised strengthening our membership from local forums and groups. An increase in our Voting Members from 23 to 32 and from 12 Forums to 17 out of 22 Council areas has been secured. In particular we have agreed an Action Plan for COPA in North Wales.
- Thanks largely to the efforts of Ralph we have established an excellent new website that will be further developed over time. Its [www.copacharity.com](http://www.copacharity.com) We are aiming to improve our communications further.
- We have introduced a new arrangement whereby Voting Members and Forum Members can volunteer to work with the Trustees where they have a particular skill, experience or knowledge to offer. There is no constraint on what you can volunteer for as long as it helps COPA move forward. We have piloted this approach successfully with Gilly Davies on Transport so want to look at how we can extend its use now. If you are interested or want more information let us know.
- We have developed, agreed and published 4 Policy Position Papers – on NHS and Older People, Paying for Care, Isolation and Loneliness and for discussion today on Age Friendly Communities
- COPA have fully contributed to the work of the Ministerial Advisory Forum on Ageing and its sub groups through 5 Trustees who were members. A new MAFA is being set up and we hope to hear soon about what that will look like.
- We have worked to strengthen our joint working with the other National Older People's Organisations to ensure there is a cohesive and consistent message about older people's needs in Wales. We will continue that dialogue
- Finally, our Summer Conference held in Cardiff in June. That was a real challenge to organise but proved to be an excellent event with attendance of over 60 people including the Deputy Minister for Health and Social Services and the Commissioner for Older People. A full conference report has been published.
- In summary therefore, 2018-19 has been a busy, challenging but very productive year for COPA

Questions / points raised:

Gilly noted that she has read somewhere that a newsletter would be available in October. The board decided to delay the October newsletter until after the AGM. Steve asked if anyone wants to submit articles please send them to him.

Phyllis noted that people can ask for hard copies of any papers should they want them.

Ralph talked about the COPA website and said that the interesting things happening around Wales was missing. He asked for forums to report into and provide pictures and interesting articles. These can be submitted by using the contact form on the website.

Talks were held around the need for voting members / forum members to work with Trustees more. A pilot was held with Sue and Gilly working together on Transport

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and Health. It was agreed that this would be talked about tomorrow in the board meeting to agree on the way forward.

**ACTION – Steve to send round the offer of joint working again to all voting members.**

Wyn noted the research around access to transport currently being carried out in Swansea University. Hazel went on to say how lucky Wales is to have Cardiff, Bangor and Swansea looking at the ageing population. She often sends information to Swansea re COPA. Cardiff are also doing a lot of work around dementia and it's important that we work as closely as we can with them.

**Result – members agreed the Annual Report and agreed its publication.**

### **9. Presentation and Adoption of accounts (Treasurer)**

Gaynor presented the accounts:

It is a legal requirement of the Charity Commission that our accounts are prepared and certified, agreed at this AGM and published on the Charity Commission website. As our income is under £25,000 the accounts do not need to be audited.

You have seen our Annual Accounts for 2018-19 at the end of our Annual Report. They were certified by a qualified accountant in LHP Ltd in Carmarthen, who was appointed following a limited tender exercise.

The general picture is that COPA are in a healthy financial position. Overall, we had a balance of £7,518.26 at the beginning of the financial year. That is identified as a payment from Age UK when we opened our bank account i.e. carried forward. We spent £ 12,199. 80 during the year, and had £8,118.46 at the end of the period.

We currently have an annual income of £12,800 a year from Welsh Government which is paid via Age Cymru on a quarterly basis to our Bank Account.

Main items of expenditure are:

- Board Meetings
- Annual General Meeting
- Annual Conference
- Public Liability and Trustee Indemnity Insurance
- License for the Website

We have effective arrangements for monitoring our finances through a Finance Sub Group that meets periodically and finance is considered through a report at each Board meeting. We also operate a Risk Register to ensure we effectively manage any risks to COPA as an organisation.

This financial year 2019-20 the Board have agreed a Reserves Policy in accordance with Charity Commission best practice. We have initially agreed a reserve of £6,000 for emergency or unexpected requirements, unforeseen operational expenditure and uncertainty over future funding. This amount is roughly equivalent to the sum we

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have remaining at the end of the financial year. As a Board we will discuss how to utilise our reserve to support and safeguard COPA and its future.

Questions:

Is the annual income reviewed every year?

A – Yes and the figure quoted is what we have now.

Points to note:

Accounts were put together by an accountant and are accurate based on the documents received.

The Chair asked for a show of hands whether to adopt these accounts for 2018-19 and that they should be published in accordance with Charity Commission requirements? **Result – members agreed to adopt the accounts and that they should be published.**

### **10.– Reappointment/Appointment of Elected Trustees**

COPA has a democratic membership scheme based on elected members from 50+ Forums and Groups. There are also co-opted Trustees who provide expertise and the Board can appoint for 3 years. Under our Constitution, all Elected Trustees to Cymru Older People's Alliance have a 2-year period of appointment, which comes to a conclusion at the end of October 2019. Elected Trustees can choose to stand for re-election for a further 2-year period, if they so wish but this must be confirmed by Forums/Groups in the relevant Region who are COPA Members.

The following list of Trustees who would like to be re-appointed as an Elected Trustee of COPA for a further two years

1. Gaynor Davies – Pembrokeshire 50+
2. Phyllis Preece – Cardiff 50+
3. Lynn Finn – Cardiff 50+
4. Hazel Maguire – Swansea Engagement Forum
5. Angela Tritschler – Rhondda Cynon Taf 50+
6. Susanne A Jones – Gwynedd Older People's Council

Over the last 2 years they have all attended COPA Board meetings on a regular basis and contributed constructively and fully to the work of our Charity.

Questions:

Gilly – After the resignation of Sue Wright how is a replacement for North Wales being sort.

A – An advert for her replacement has gone out in North Wales.

Points to note:

An Elected trustee can stand for a two-year term and can be elected twice.

A Co-opted Trustee can stand for 3 years and can be appointed twice.

The Chair asked in accordance with the democratic membership scheme of COPA and following consultation with local Forums for members to confirm their agreement

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for the Trustees listed to continue to be a COPA Trustee for a further 2 years by a show of hands. - **Result – members agreed for listed Trustees to stand for another two years.**

### **11. Motions and Resolutions to be put to the AGM**

Resolution 1 to **Amend the Constitution of the Cymru Older People's Alliance at the AGM October 2019:**

#### **Appointment of Chair**

**That Voting Members agree the amendments to the Constitution to arrangements for the appointment of the Chair of COPA as set out, for use in exceptional circumstances.**

Steve gave a quick summary of the Resolution

Ralph noted that the board owed Steve a huge gratitude for all the exceptional work he has done.

Phyllis noted that Steve often went over and above what was expected of a chair. She went on to say that the next chair couldn't do the amount of work Steve currently does.

Wyn noted that he supports all that has been said however it wasn't sustainable for one man to do the work that Steve does. Do we need more people on the board with everyone take responsibility for a particular area? Steve needs to find a process to pass some of the work on to colleagues. It was confirmed that a scheme of lead Trustees for particular issues was already in place.

Gaynor noted that the Board would love to have Steve forever but they need to think ahead and have this resolution in place.

Linda noted that it's hard to get chair from within the Board and to advertise outside the charity would be a last resort.

Phyllis noted that the Board have to be prepared to take on these roles and also need to encourage others to come on board.

Clive noted that no one is indispensable and that this resolution is a just "in case". Clive then went on to propose to move the resolution.

**Result – Members voted to pass the resolution by over the required 75% of those voting.**

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**Resolution 2 - Dr Ralph Stevens: to Amend the Constitution of the Cymru Older People's Alliance at the AGM October 2019**

**Number of Nominated "Expert" Trustees**

**That Voting Members agree the amendments to the constitution to change the arrangements for the appointment of Nominated (Co-opted) Trustees as set out.**

Ralph gave a quick summary of the Resolution

Points to note:

Always try to have 3 experts. This resolution allows the board to look for people outside the group we already have.

Phyllis noted that the board are cautious of spend but agrees that extra members are needed but should always keep in mind the funding side of things.

Gilly noted that COPA can have up to 16 trustees but currently only have 9 and asked why we are down on numbers?

Steve replied that there were originally places for 2 trustees from each region and 3 co-opted trustees. However, it was decided by the Board to wait for the Welsh Government decision on their engagement review and the future of regional forums before taking up the 2<sup>nd</sup> trustee in each area. Hence number we currently have.

Steve noted the letter received from Matt Jenkins stating that Welsh Government were happy not to have regional COPA forums.

Discussions were held around the co-opted Trustees

Pts to note:

Instead of the term "expert" think of "specific skill set".

Everyone is an expert in own their own field

North Wales co-opted advert has a deadline of 14<sup>th</sup> November.

**Result – Members voted to pass the resolution by over 75% of those voting**

**Resolution 3 – Resolution 3 to Amend the Constitution of the Cymru Older People's Alliance at the AGM October 2019**

**That Voting Members agree the amendment to clause 2 of the Constitution to update the location of COPA principle office or business address as set out below.**

Steve gave a quick summary of the Resolution

Steve thanked Age Cymru and Amanda for all their help with COPA over the past year.

**Result – Members voted to pass the resolution by over 75% of those voting.**

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**Resolution 4 – COPA Resolution 4 – Review of the Constitution of Cymru Older People's Alliance**

**That Voting Members agree that the COPA Constitution should be reviewed and updated for agreement in 2020.**

Steve summarised the Resolution.

It was noted that there should be a review of the current constitution.

Wyn noted that he was happy to work remotely by email on this review as he has already dealt with some constitution reviews.

Gilly noted that she would also be willing to assist via email.

**Result – Members voted to pass the resolution by over 75% of those voting**

**Motions for Debate:**

Motion 1:

**That Voting Members debate and agree the campaigning priorities that Cymru Older People's Alliance should pursue for the next 12 months.**

Steve summarised the Motion.

Points to note:

Lot more than just these 5 issues to campaign against.

Everyone has their own needs and priorities.

Can advocacy be included somewhere as access to advocacy for older people across wales is so inconsistent. For example, Anglesey and Gwynedd have no advocates for the older people.

It was noted that this could be covered off in within Social Care.

Isolation and loneliness cause so many issues around mental health.

Clive noted that climate change is not in the priorities. We should be showing the younger generation that older people are doing their bit too.

It was suggested to have a Policy position paper around Older people and climate change. **ACTION set out a paper around this position**

Sue noted that there is a lot of fuel poverty within Housing. The Housing Association have to bring houses up to a better standard.

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Clive noted that Local 50+ forums have the councils pulling money away from them. How can the national forums work if the foundations are not there? There is a need for local prospective and for a bottom lead not top lead.

Wyn noted that Councils are losing their resources, money and people. Forums need to look at what they can do to keep going, look at different ways to get money.

Phyllis noted that everyone needs to get together otherwise more and more groups will be closed. We must all work together as it's all about strength in numbers.

Ralph noted that all the ideas suggested today can be sent in to be added to the website.

Lyn noted that COPA is the main voice but there are opportunities for voting members also.

Steve summarised the conversation:

It was a full debate

Additional Priorities to include: Advocacy, climate change, Mental health, Fuel poverty.

Local forums are sustainable for the future and contribute to policies – Need to look at how we can do this – maybe work with the Commissioner.

Send items for website to Amanda at Age Cymru

**Result – Members voted to support the motion by over 50% of those voting.**

Motion 2:

**COPA should make representations to oppose legislation to implement an increase of the age of eligibility for free bus travel in Wales to State Pension Age.**

Points to note:  
We must fight this.

Penny noted that the increase in state pension age is going to go up and up and this will increase the age that you can get the pass.

Sue noted in her area you can't have a blue badge and bus pass.

Cynthia told the members about a scheme she is part of called the Bus Hop gang. This group meet on a bus stop and get on the first bus that comes along and have a day out where that bus goes. She noted that this wouldn't happen without the bus pass.

Steve noted that the motion was around the age the pass is issued not ensuring we still have it.

Wyn noted that a compelling argument to keep the current age of issue would be around the green agenda, as more people would still be working at 60 and the

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increase of age eligibility would mean fewer using the buses. Suggestions for taking this forward included working with others such as the Commissioner. It was suggested COPA should draft an opposing legislation paper and then arrange to talk to the Commissioner about the best way to get points across. **ACTION – Talk to Commissioner about how she opposes the legislation**

**Result – Members voted to support the motion by over 50% of those voting.**

Motion 3:

**COPA should adopt the draft Position Statement on Age Friendly Communities (AFCs) in Wales (attached to paper) and work with the Commissioner for Older People in Wales and local forums and groups to implement this important concept**

Steve gave a summary of the motion.

**Result – Members voted to support the motion by over 50% of those voting.**

## 12. Closing remarks

Angie noted that as this will be a winter election, if the weather is bad you can apply for a postal vote.

Steve thanked everyone for attending and for their constructive contribution and hard work. Minutes of the AGM will be circulated as soon as possible and we would ask you to go back to your Forums and provide feedback on the COPA AGM.

As a result of the AGM, COPA would like to engage with all the Forums and visit them all next year to talk about COPA and its role. Steve asked Voting Members to engage with the Board of Trustees on how they want COPA to evolve and of course give views and opinions on the papers sent and let us know what is happening in your area, particularly issues and concerns of local older people that we could take-up nationally. A Newsletter reporting on the AGM will be issued so please send write ups – no more than 250 words – of local examples of projects and initiatives you are taking forward.

Steve finally, thanked Michael the guest speaker and David from the Commissioner's Office for attending and special thanks went to Amanda and her Age Cymru team for the excellent support they had given to make the AGM happen. And of course, thanks to St Michaels for looking after us and to all Trustees of COPA for their contribution to today's event