

Disability and Carers Action Group Minutes

Wednesday 8th July 2026 11am @ The Civic Centre

1.	Those Present: Robert McAllister Chair (RM), Barrie Andrews (BA), Keith Ducker (KD), Edna Phillips (EP), Harry Few (HF), Angela Burrows (AB), Janet Utton (JU) & Sarah Gallagher SEH (SG).	
2.	Apologies: None received	
3.	Welcome: RB welcomed all those present and run through the June minutes. All agreed that they were a true record.	Actions
4.	Actions from June: KD ran through the actions. 1) The room bookings. All booking would be kept until we are 100% certain that we are at another venue, then they will be cancelled. 2) RM asked if there can be a small credit card size card that can be handed out to people so they know what we are about. KD said he has spoken to resident involvement and they can print them out on card for us. KD to sort by the next meeting. 3) HB asked for KD's details card. KD forgot to bring them, will do next month. 4) Posters to be looked at. (See 6 below)	KD KD
5.	Guest Speaker: No guest speaker today as sorting the posters and that was said to take soe time.	
6.	Disability & Carers Poster & Sheltered Poster: A long discussion was had with lots of alteration to both were agreed. Everyone had ideas and a discussion about the wording and graphics of both posters from AB, HF, SG, BA & KD. SG came up with some ideas as to how we can get the word out about the group and maybe get more people interested. SG took away the end result as to how the group want the posters to look and will send the amended to KD to send out to all for their agreement if time allows. RM & JU agreed that they will be interviewed by Amber from SEH Communications Team for Insight. Amber will also take a photo for the poster. Poster will go up in Stephen McAdden House next week, giving time for residents to see it.	SG
7.	Meetings: A discussion about where the group should meet after Stephen McAdden House was had with the Brambles being agreed for October and then the next sheltered being in February 27. SG to see which of the sheltered residents would agree for the group to use their lounge and bring them back at a meeting for the group to arrange in what order to go to them. SG said she hopes all the sheltered will agree. KD reminded SG that the group can only meet on the 2 nd or 3 rd Wednesday of a month at 11am to 1pm. The group agreed to meet in Stephen Mc Adden house in August and the Civic Centre in September, the Brambles in October & the Civic Centre November. SG to arrange for August & October.	SG SG

	Agreement about going to different sheltered was had and putting the posters in other places near to where we are meeting to encourage others to come along. September's meeting will be held on the 23rd as no rooms available on a Wednesday before that date. As agreed, meetings will only be held on a Wednesday. RM to contact the councillor to see if he can attend next month.	RM
8.	Key Outcomes: They key outcomes this month was the design of the poster that will be put in doctors' surgeries, chemists, libraries and many more places that will allow them. The redesign of the leaflet that we will be put up in sheltered to advertise the date and time we are meeting and giving the residents around the area an invite to the meeting.	
9.	Any Other Business: HF said when anyone comes to see him, they ring his bell and he has to come down to let them in. KD said he went there and the resident he went to see was able to buss him in. HF said he does not know how to do that. SG is to arrange for someone to go round and show him how to do it. If there are any other residents where this system is installed, does not know how to work it, they should get in touch and arrangement will be made for someone to attend and show them how to do this. RM said he would like deaf awareness brought up at the next meeting. KD to put it on the agenda. BA said that he has trouble hearing as there is not hearing loop in the rooms at the civic. SG said the resident involvement are investing in a portable system that can be used at meeting anywhere it is needed. RM gave two names of suppliers of the systems that are very good. SG asked for him to send the information to her. RM will contact McDonald to see if he can get vouchers for when we do pop-up events. KD has given RM a supply of tea, coffee & sugar to bring to sheltered when there as we can not expect them to pay for our refreshments. RM to inform SG when needs more.	SG KD RM RM RM
10.	Items for Future Meetings: If you know of anyone who would be willing to attend and give us a talk on their organisation or department that could help the disabled or carers in Southend, please let us know and we will contact them	
11.	Date of the next meeting: 12th August 26 - 11am at Stephen McAdden House, 21 Burr Hill Chase. SS2 6PJ	
12.	Future Meeting Dates and Venues: The group will be meeting at different locations every other month. The Civic Centre room 7 or a sheltered scheme and the location can be found on the Disability & Carers page of the strf.uk website.	
13.	Please remember this is a disability and carers group and all meetings have a set agenda; you can bring anything that has to do with disability or caring to the meeting. Any other concerns, complaints or help not related to the disability or carers subjects, must be after the meeting. You will then have time to bring to the attention of the correct person, anything that is not disability or carer related.	