



**Minutes of the Vale 50+ Strategy Forum (50+ SF)  
Executive Meeting**

**Thursday 18<sup>th</sup> September 2025, 2-4pm  
Porthkerry Room, Civic Offices, Holton Road, Barry, CF63 4RU**

<b>Present:</b>	Anne Marie Little (Chair) (AML) Carole Williams (Vice Chair) (CW) Gilly Davies (GD) Margaret Hutcheson (MH) Mark Collard (MC) Elaine Williams (EW) Carol Bunyan (CB) Kay Burns (KB) Siân Clemett-Davies (SCD) Joanna Beynon (JB)	<b>Speakers:</b>
<b>Apologies:</b>	Kalpana Natarajan (KN) Margaret Everson (ME) Martyn Jones (MJ) Malcolm Phillips (MP) Joy Findlay (JF)	<b>Resignations:</b> Jenny Robbins and Brian Clifton

<b>Item</b>	<b>Agenda</b>	<b>Action</b>
1.	<b>Welcome and apologies – Executive Chairperson, Anne Marie Little</b>  As above.	
2.	<b>Minutes of previous Executive Meeting Thursday 17<sup>th</sup> April and matters arising – Executive Chairperson Anne Marie Little</b>  GD proposed that the minutes of the April meeting were a true and accurate reflection. This was seconded by MC and agreed by the group.	

3. **Representatives and Leads updates – Vice Chair Carole Williams.**

Leads - Anne Marie Little, Gilly Davies, Mary Bollingham, Kalpana Natarajan, Brian Clifton, Martyn Jones and Mark Collard

### **Transport**

AML updated the group on her recent Transport meeting on 16<sup>th</sup> September which was attended by 23 people including Nik Cillia from Welsh Government who wanted to observe how the focus group ran. His feedback to AML was the Vale 50+ Strategy Forum are working well with Age Friendly Vale and the group are a positive example to other Forum's across Wales.

Transport for Wales delivered 2 presentations on their passenger assistance service and Cardiff Metro which was appreciated as the speaker from First Bus was unable to attend short notice due to a funeral. First Bus will return to speak at a future event.

### **Housing**

AML advised that the Housing Lead position is still vacant therefore she has acted as Lead for the last two meetings (3<sup>rd</sup> September and 2<sup>nd</sup> April). Unfortunately, the speaker for September's meeting was postponed due to the bi-election and there was a low turnout. The group reviewed the 'who's who' list to familiarise themselves with key Housing contacts in the Council and discussed topics for the future.

### **BME**

KN was away for the meeting on 30<sup>th</sup> April so AML acted as temporary Lead. The speaker was Cllr Ruba Sivagnanam and a small group discussed the Council's engagement and equalities priorities. The next meeting will be 25<sup>th</sup> October in the Dunraven Room. Nicola Hinton, Corporate Equalities Officer will be speaking to the group about how they want to communicate with the Council following disbandment of the Equalities Consultative Forum.

### **Chairs Meetings**

AML updated the group on recent meetings she had attended including:

- Dementia Friendly Gwent meeting

- Section 16 (transforming social care)
- Age Friendly Vale Connection Café in Penarth Pier Pavillion
- Dementia Friendly Barry
- British Society of Gerontology Special Interest Group on Ageism Chaired by Helena Herklots.
- COPA meeting
- Online - Enhancing dementia education through best practise
- Supporting Day Care Services for those living with dementia in Western Vale – in person workshop at CF61, Llantwit Major
- Annual pre AGM and future planning meeting with SCD and JB
- Senedd - Equality and social justice meeting
- Health Impact Assessment workshop run by Vale Council and Cardiff & Vale Health Board at Barry Memo Arts Centre,

In regard to the Section 16 meetings, the group are changing its name and they are looking for more members. AML asked that if Executive Members would like to get involved, to let her know but please only commit if you are able to get to the meetings.

AML updated the group that the meeting with Kanishka Narayan MP went very well and feedback was that the meeting was very well organised and conducted and wants to come back again.

AML has applied to be involved in the Barry Plan for Neighbourhood Boards, specifically the Barry Thriving Communities group and is awaiting confirmation of whether she has been accepted.

AML advised that she submitted a short article for the COPA newsletter and as also submitted some information for Helena's newsletter for the Ageism Special Interest Group (SIG). Both newsletters have included information on the Vale 50+ Strategy Forum.

**Arts, Crafts & Leisure**

	<p>GD advised that a Lead’s report was circulated with the agenda papers for members to read and advised that the next ACL meeting will take place on 25<sup>th</sup> November in Barry Library.</p> <p>GD has also attended a COPA meeting and Age Cymru’s Toilet Alliance meeting in Cardiff. GD will be going along to the Older People’s Conference arranged by Age Cymru Active Wales, Cymru Older People’s Alliance, National Pensioners Convention Wales and Wales Seniors Forum on the 2<sup>nd</sup> October in the Clayton Hotel in Cardiff. Speakers will be Rhian Bowen-Davies the OP Commissioner for Wales and Dawn Bowden, MS for Children’s and Social Care. There are no spaces to attend in person but its hybrid so if people want to attend they should be able to access the meeting online via signing up through <a href="#">Eventbrite</a>. AML and SCD will also be attending this event in person.</p> <p>MC updated the group regarding Bro Radio and was advised that the September 9<sup>th</sup> Bro Radio programme was cut short and he is unsure what happened but generally the programme is going well and has a good format with ‘dates for your diary’ and ‘information corner’ becoming regular slots. The show has been going two years now and MJ has been a valuable asset since getting involved. MC and MJ are due to record an interview with the Older People’s Commissioner on 10<sup>th</sup> October. Questions have been invited from Forum members but only 3 received so far. If you have questions, please email MC directly <a href="mailto:tcmc92@gmail.com">tcmc92@gmail.com</a>.</p> <p>MC has previously represented the Forum at Cardiff &amp; Vale Action for Mental Health and Time to Change Wales but unfortunately both groups have lost their funding. MC is now a voice for Mind, nationwide.</p> <p>MC updated the group that he and wife Pauline Collard, took a Forum stall to Barry Pride in June and signed up a few new members. He has been asked to return and perform next year.</p>	
4.	<p><b>New Exec/Co-opted Members discussion</b> – Executive Chairperson, Anne Marie Little</p> <p>AML proposed that MP and EW, currently serving as co-opted members, be appointed as full members. The proposal was</p>	

	<p>unanimously approved and will be formally ratified at the AGM in October.</p> <p>AML informed the Forum that BC has submitted his resignation from the Board. Following this vote and BC's resignation, there is now one vacant Executive Member position, in addition to five available co-opted member positions.</p>	
5.	<p><b>New Chair and Vice Chair Voting</b> – Joanna Beynon, Senior Strategy and Insight Partner</p> <p>JB reported that expressions of interest had been received from AML to continue as Chair and CW to continue as Vice Chair. The Board voted unanimously in favour of their re-election. These appointments will be formally ratified at the AGM in October.</p>	
6.	<p><b>Changes to 50+SF policies, procedures and guidance</b> – Joanna Beynon, Senior Strategy and Insight Partner</p> <p>Discussed changes made and advised safeguarding policy to be shared via email as we are reworking the template developed by GVS. These will be ratified at the AGM.</p> <p>JB presented the changes made to the 50+SF policies, procedures and guidance which have been distributed to the Executive group for review during September. JB thanked members for their feedback.</p> <p>JB summarised the changes as follows:</p> <p><b>Constitution</b></p> <ul style="list-style-type: none"> <li>- Updated to reflect promotion/advertising opportunities commonly used by the Forum to include radio and remove explicit reference to printed press though this can be discussed each year still.</li> <li>- Updated to reflect the Strategy &amp; Insights new team name</li> </ul> <p><b>MoU</b></p> <ul style="list-style-type: none"> <li>- Updated to include the new OPC's priorities</li> </ul> <p><b>Safeguarding Policy</b></p>	

	<p>JB advised that the Safeguarding policy is in the process of being updated to align with Wales Safeguarding Procedures 2019 and National Safeguarding Training Standards 2024. JB and SCD are working with GVS to design a new version which will be circulated for review and sign off prior to the AGM.</p> <p>JB advised that all other policies have been reviewed and circulated and no further changes have been needed. The Equalities Policy has been sighted by Elyn Hannah in the Council's Equalities team to make sure it is up to date and again, no changes were needed.</p> <p>JB asked the group to approve the changes discussed and all agreed unanimously that they were happy to accept the changes. This will be ratified at the AGM.</p>	<p>JB to circulate new Safeguarding Policy. <b>Complete</b></p>
<p>7.</p>	<p><b>Budget update</b> - Joanna Beynon, Senior Strategy and Insight Partner</p> <p>JB reported, in the 2025/26 financial year so far the Forum have spent £571.74 this includes postage, members expenses, refreshments, venue and stall hire and web domain. Payments for AGM refreshments are still to be accounted for and will be included in the update given at item 8.</p> <p>The group discussed ideas for future spend and agreed more pop-up banners would be helpful for future meetings and events.</p>	<p>SCD and JB to order 2 x pull up banners.</p>
<p>8.</p>	<p><b>AGM update</b> – Age Friendly Officer, Sian Clemett-Davies</p> <p>SCD advised the group of the arrangements for the AGM on 16th October and announced the keynote speaker as Maxine Johnson CEO of Age Connects. The OPC is unable to attend but will send a 5-minute video message to be played on the morning. Stall holders will be Age Connects, Home Instead, Citizens Advice, Greenlinks, Care &amp; Repair and Kay from the OPC team.</p> <p>A buffet has been ordered from local business, Workshop Café in Barry and the quote provided was £6pp for approx. 40 people. Vegetarian and vegan options have been ordered, and fruit and biscuits will also be purchased as snacks for the tables. The board unanimously approved expenditure of up to £300 for food and refreshments. The group asked for sugar</p>	

	<p>free squash and for food to be labelled. JB and SCD agreed to make the necessary arrangements.</p> <p>MC advised that he would donate a PA system for the event, including microphones, in response to feedback from last year’s event regarding audibility of speakers.</p> <p>A video presentation highlighting the Forum’s achievements over the past year is currently in development, and SCD will circulate the slides in due course. In response to feedback from attendees with sight impairments, SCD has also recorded a voiceover to accompany the presentation.</p> <p>AML held a discussion around advertising in the Glamorgan Star newspaper for a fee of £350 plus VAT. The group noted that the paper is not so readily available now and all members receive a letter of invitation plus the advert last year was lot smaller than expected and difficult to read. SCD advised that an event poster has also been shared via the Forum’s e-bulletin, via the Council’s social media and through various networks including the ageing well group, GVS bulletin and Age Friendly Vale network. Hard copy posters have also been distributed at recent events, meetings and placed at local libraries.</p> <p>AML reported that she would write a letter to the editor of the Glamorgan Star to be included in the ‘what’s on’ section as this would be free of charge.</p> <p>A unanimous decision was made not to advertise the AGM in the Glamorgan Star this year.</p> <p>AML asked if Executive Members could assist with signing in on the day.</p>	
9.	<p><b>Areas of future focus – Executive Chairperson, Anne Marie Little</b></p> <p>AML facilitated a conversation in relation to areas of future focus for the Forum as set out in the paperwork distributed with the agenda papers. AML advised these themes will help align the Forum with the work programme of the Older People’s Commissioner and the Age Friendly Vale agenda. The group unanimously agreed these themes were the right areas to focus on.</p> <p>The themes are summarised below:</p>	

	<ul style="list-style-type: none"> <li>• People have a sense of purpose, feel respected and are actively engaged in their communities.</li> <li>• People are well informed about the support and opportunities available to them through a range of different types of communication.</li> <li>• People have access to suitable forms of transport across the Vale.</li> </ul> <p>The OPC Work Programme 2025/26 set out four priorities which are, ensuring older people can:</p> <ul style="list-style-type: none"> <li>• Can access the information, services and support they need;</li> <li>• Feel safe in their homes, communities and relationships;</li> <li>• Are treated fairly and their contribution is recognised; and</li> <li>• Can make their voices heard and have choice and control over their lives.</li> </ul>	
10.	<p><b>Support and guidance</b> - Executive Chairperson, Anne Marie Little</p> <p>AML asked whether car park spaces can be reserved for Forum members and JB advised that we are unable to reserve spaces in the Council car park. Spaces are still allocated on a first come first served basis.</p>	
11.	<p><b>Any other business</b> – Executive Chairperson, Anne Marie Little</p> <p>MC updated the group on the next Dementia Friendly Barry meeting taking place on 7<sup>th</sup> October from 2pm at Golau Caredig, Barry. There will also be a Cowbridge meeting on 26<sup>th</sup> September from 10- 12pm at Cowbridge Town Hall.</p> <p>SCD asked if Executive Members could help to recruit more new Forum Members as the recent mail out regarding the AGM had resulted in emails to the OPF inbox advising that members had sadly passed away and needed to be removed from the mailing list.</p>	
	<b>Close</b>	