



BEDFORD BOROUGH COUNCIL

Minutes

Title of Meeting	Older People's Partnership Board
Date/Time	Thursday 19 June 2025 @ 11:00am
Venue	In person – Council Chamber, Borough Hall, Cauldwell Street, Bedford

No	Item	Action
1	<p>Welcome – Apologies received from Joanna Morris (Keech), Maura Noone (BBC), Kuldip Rupra, Wilf Deakin, Paulette Rennie</p> <p>Attendees were confirmed as follows:</p> <p>Sarah Pearson – Bedford Borough Place Team, ICB</p> <p>Karen Cook – Wilstead WI</p> <p>Lola Stone – Wilstead WI</p> <p>Lynn Faulkner – Wilstead WI</p> <p>James Timmins – Be Active</p> <p>Kate Ellis – BRCC</p> <p>Martin Trinder – Community Voluntary Sector (CVS)</p> <p>David Oldham – Connolly Foundation</p> <p>Cllr Robert Rigby – Portfolio Holder</p> <p>Katie Begg – BPHA</p> <p>David Lynch – Beds Fire Service</p> <p>Representative from Age UK beds</p>	
2	<p>Minutes of last meeting held on 13 March 2025</p> <p>Previous actions:</p> <ul style="list-style-type: none"> - MH to email Paul Pace regarding the need to discuss an issue raised by Paulette. Action: MH will make further contact with Paul to confirm this has been actioned. - Sarah Pearson was requested to arrange a presentation on end of life to the next board – following apologies, this will be considered at the next meeting in September. - MH to discuss terms of reference with neighbouring authority regarding updates - MH confirmed he has a meeting with his counterpart at Central Bedfordshire Council to discuss their partnership board and to develop some commonalities and ideas. - MH to work with PH colleagues to link terms of reference to other workstreams and strategies – this will be discussed later in the meeting. - All board members were requested to email BMSO with details of any groups or contacts they believe would be interested or beneficial to attend the board. MH advised that no suggestions have been received yet and reiterated the opportunity to the board. Action: MH asked the board to email bmso.adults@bedford.gov.uk with any suggestions of contact names and email addresses to attend future meetings. 	<p>MH</p> <p>ALL</p>

	- MH to ask PH colleagues to attend the next board to present update on demographics.	MH
3	<p>Beds Fire Service</p> <p>David Lynch is the Community Safety Officer for Beds Fire Service and attended to present the Fire Service's offer of service to Bedfordshire residents.</p> <p>Beds Fire Service work closely with members of the public and organisations to reach vulnerable people and keep them safe from fire. The Fire Service offer a free service called home fire safety visits. This is open to any members of the public, with a focus on vulnerable people and working with agencies through public groups.</p> <p>The visit itself and any work that is recommended in this regard is free of charge. The areas of focus during the visit include cooking and kitchen safety, smoking, candles, and electrical safety. As well as giving advice, The Fire Service will ask questions and support around personal factors too.</p> <p>There are a number of vulnerabilities which impact the risk of a fire. The highest risk group is people over 65, and particularly if people are more reclusive or not going out much. During the visit, the Fire Service will ask questions in terms of history of any falls, and can also make referrals into the councils falls team, with consent. The Fire Service also work closely with the Police around crime prevention and anti-social behaviour.</p> <p>Smoking is a big concern to the Fire Service. If someone is looking to get help to quit smoking, the Fire Service work with quit cessation, to support with this. The Fire Service also provide support with alcohol, as this is also a significant risk area. Another area of focus is those with mobility issues and arrangements/preventions in place to avoid a fire.</p> <p>There are a few ways to refer into the Fire Service. David would be happy to be contacted in this regard with any queries: david.lynch@bedsfire.gov.uk David asked if anybody is making a referral, please share this through the online portal, which queries different risks so that the visit can be prioritised.</p> <p>A representative from BPHA raised a query and said they are aware of a resident who has advanced dementia and also smokes. The person is using a waste bin to hold used cigarettes, however this recently resulted in a fire starting. BPHA asked if there are any options to help with this. David said it would be an option to have a separate bin to dispose of cigarettes with sand or water. David also said another option is to have a fire wearing apron and also potentially look to install an early notification alarm. David would be happy to arrange a visit to the tenant with a BPHA rep to reiterate fire safety and look at possible options. BPHA rep agreed to make contact with David as needed.</p> <p>David also mentioned emollient cream, for use with skin conditions, which is a fire accelerator. This is a risk for those who use these creams.</p> <p>Lynn Faulkner mentioned Wixams Retirement Village and asked if it would be possible for David to come and visit to give a talk about fire safety as there has been some incidences whereby fires have been caused. David would be happy to visit to do a talk on fire safety and would pass on his details after the meeting to arrange.</p> <p>MH thanked David for his presentation.</p>	
4	<p>a) Age Care Technology Project (ACT)</p> <p>Sarah Pearson attended and presented an update on Age Care Technology Project. The presentation would be circulated with the minutes. The following highlights were noted:</p> <ul style="list-style-type: none"> - The presentation details the ICB project, which is promoting healthy ageing, and also to delay or prevent the need for statutory services intervention. - The population is increasing and ageing, with the highest growth area in older people. 	

	<ul style="list-style-type: none"> - The ICB is working with a company called Age Care Technology, using digital tools for systematic assessment and response to the needs of older people as individuals and at population level. The tool delivers a person-centred care plan by identifying the things that matter most to individuals and connects them to community assets. - The tool aligns with world health organisation guidance and covers domains and risk factors. It also enables early identification of key risks to an older person's independence. - There is a questionnaire which covers looking after yourself, getting around, safety and relationships, accommodation and finances, mental health and wellbeing, as well as staying healthy. - Key partners are also involved in the project – primary care, CVS and BRCC. - Sarah said the team would be looking for a target cohort of around 1000 older people, living in Bedford Borough to be involved in a steering group to represent the views of older people and also promote awareness of the project. - Next steps are to identify the target cohort, and practices to be worked with, and confirm these arrangements in terms of who would do interviews and what is involved, timescales etc. - A representative from BeActive asked how they will be measuring the projects success. Sarah said there will be some follow up questionnaires and the team will also be looking at any decrease in GP visits in data terms. Sarah said Be Active have said they would be happy to be part of working group. <p>The presentation will be circulated following the meeting with the minutes.</p> <p>MH thanked Sarah for presenting this item.</p> <p>b) Place-based plan</p> <p>Sarah Pearson presented this item. The plan would be circulated following the meeting. The following points were highlighted:</p> <ul style="list-style-type: none"> - The Place Based Plan is covering 5 years and is owned by Bedford Borough Place Board. The Place Team will be delivering part of it, but it will also be delivered by wider partners. - The plan sets out health and wellbeing ambitions for 2025-2030. - Neighbourhood health is a new initiative which we are all moving towards. - The plan also mentions reducing health inequalities based on geographical areas. - The plan's purpose is to support people over 65 to maintain independence – looking at the current situation, challenges, enabling change and desired outcomes. Some key areas are social and digital isolation, which BRCC are leading a project on, as well as loneliness. Another area is keeping older people well during winter. - The next piece of work would be to go through the key areas with a smaller working group. Alex Wrack, who is leading on the place team, is arranging a working group. MH will ask Alex to make contact with board members to introduce herself and ask for interest in being involved in working group. This is relevant for all stakeholders, including organisations and those in the older people age group. - Lynn (Wilstead WI) raised the health estate and no GP surgery in the Wixams and Wilstead areas. This has been the case for a long time and with a rising population in the area, it has a huge impact in the area as there are no close GP facilities available. Sarah said the key project areas for providing GP services include Biddenham, Kempston, Wootton, as well as Wixams as a priority area. Action: Sarah to provide an update on developments regarding a Wixams GP surgery following the meeting. <p>MH thanked Sarah for presenting the items.</p>	Sarah Pearson
5	<p>CQC Assessment</p> <p>MH advised the board that CQC (Care Quality Commission) will be undertaking an inspection of Bedford Borough's Adults Services in the near future. This is in addition to regular provider inspections. Following receipt of notification from CQC, the first stage of the process was to provide an information return, which has been completed. The site visit will be taking place in the near future.</p>	

6	<p>The Older Person's board going forward with working groups, future projects and it's links to the place based plan</p> <p>As above, MH has discussed with Alex Wrack regarding an OPPB working group and Alex would make contact with the board members with more information. The Terms of Reference will also be part of the working group for discussion and update.</p>	
7	<p>A year of reading</p> <p>MH advised the board of a new project – a year of reading – which celebrates reading and provides an opportunity for those we work with, stakeholders and service users, to promote their favourite books, outlining why it is a favourite and the impact it has had on their lives.</p> <p>Action: MH asked for board members to be involved in this and send in any suggestions of books, authors etc and input that they would like to put forward. This would be a good opportunity to highlight the connection with the board, as well as the importance of welfare benefit of reading in connection to loneliness.</p> <p>Lynn commented that this is very valuable and should be spoken about more.</p>	ALL
8	AOB - Nothing further to add.	
9	Date of next meeting – 18 September 2025 at 11:00am	