

**FOREVER ACTIVE FORUM  
FRIDAY 14<sup>TH</sup> SEPTEMBER  
1.00PM – 3.00PM  
CHESTERTON SPORTS CENTRE**



**MINUTES**

**1.) Welcome and Introductions**

**PRESENT:**

Bob Barnes, *Cambridge Lakes Golf Course*  
Roy Abraham, *Trumpington Class*  
Jean Abraham, *Trumpington Class*  
Cathy Culshaw, *Assistant Manager, Chesterton Sports Centre*  
Doreen Furness, *Chesterton Aqua, ETM, Pilates class and badminton*  
Kanchan Poulcharia, *Chesterton Aqua and Pilates, Yoga at Buchan Street and chair based exercises with ICCA group.*  
Carole Bishop, *Chesterton Aqua Class, Tenpin bowling*  
Juliet Fabb, *Healthy Walks Coordinator, CCC*  
Binnie Pickard, *Community Development, CCC*  
Oliver Gynn, *Nordic Walking Coordinator*  
Susanne Curtis, *Attend Organisation*  
Betty Barlow, *T'ai Chi Class*  
Veronica Greenwood, *Golf and Tennis Classes*  
Margaret Rishbeth, *Pilates Class at Chesterton*  
Tony Moore, *Pilates at Chesterton*  
Frank Wilson, *Meadows Community Centre Class*  
Angelas Jones, *Start-Up Classes and Aqua at Chesterton*  
Hasel Harper, *Table Tennis, Golf, Ten Pin Bowling, Rowing and ETM Classes*  
Lorraine Litchfell, *Table Tennis, Golf and Bowling Classes*  
Trudi Lines, *Chair Based Class at Trumpington*  
Ruth Johnson, *ETM at Kelsey Kerridge and Trumpington*  
Irene Neeves, *ETM at Kelsey Kerridge and Trumpington*  
Maria Sadler, *Aqua and ETM at Chesterton*  
Sue Lau, *Badminton at Next Generation*  
Joanne Camus, *Pilates and ETM at St Lukes*  
Celia Conway, *Aqua at Chesterton*  
Barbara Attwood, *Aqua and ETM at Chesterton*  
Diana Newmen, *Pilates, Aqua, ETM and Yoga*  
Carole Bishop, *Aqua and Ten Pin Bowling*  
June Brown, *Healthy Walks*  
Madeleine Arnold, *Aqua at Chesterton*  
Kath Blackwell, *Chair Based Exercise Class*  
Margaret Dewan, *Healthy Walks*  
Carrie Holbrook, *Exercise Referral Coordinator, CCC*  
Jenny Hays, *Administrator, Sports Development, CCC*  
Helen Johnston, *Forever Active Coordinator, CCC*

## **2.) Talk on Nordic Walking: Presentation given by Oliver Gynn**

OG gave a presentation on Nordic Walking, which included a demonstration on how to use the Nordic poles. OG spoke of the origins of this activity and how it differs from normal walking as well as outlining the health benefits gained from regular Nordic Walking. Sessions are run on Wednesdays at Wandelbury Country Park, and Friday at Parkers Piece, both start at 2pm. More details for these sessions can be found in the Forever Active Brochure on Page 13.

## **3.) ATTEND Organisation: Presentation given by Susanne Curtis**

The Forever Active Forum has become a member of the Attend organisation.

ATTEND is a National, non-profit making charity. Their aim is to support local groups to promote Health and Well Being through volunteering. They also provide insurance cover for independent groups such as Forever Active and grant applications can also be applied for through this foundation.

**ACTION:** HJ to meet with SC to discuss a possible grant for the group.

## **4.) Minutes of last meeting and matters arising:**

RA put forward suggestions from the Trumpington group that they would like a second exercise class in Trumpington earlier in the week.

**ACTION:** Awaiting on funding for this class.

Following on from a suggestion made at the last meeting for more standardised choreography at classes, HJ organised a choreography-training course for all instructors working on the programmes on the 31<sup>st</sup> August. The session was a success with most instructors attending. Refresher training will be held every 6 months.

HJ has asked instructors to provide a summary lesson plan for their class, which can be used as reference when the class is covered. This was discussed at the instructors meeting in September.

## **5.) September programme and publicity:**

### **Feedback on the sessions:**

A suggestion was made to have closer links with mainstream classes as an exit route, when members have progressed within their Forever Active class. This would also free up space within busy sessions, such as the Chesterton Pilates, for new members wanting to join. It was suggested that reduced rates could be negotiated for Forever Active members within the main steam sessions.

**ACTION:** HJ to discuss with CC from Chesterton

HJ informed the group that the Pilates classes at Chesterton have been reduced to 45 minutes in order to make the sessions more cost effective.

**ACTION:** Pilates attendees to give any feedback on the classes to HJ.

A request was made for more aqua classes as the Chesterton class is very popular and bookings are becoming difficult to make.

It was agreed that the aqua at Chesterton should not be actively promoted until another session is established.

**ACTION:** HJ to investigate another venue for Aqua classes, as Chesterton Pool is unavailable for any more classes.

HJ and CC to look into the possibility of purchasing aqua belts to enable more participants to take part in the class at Chesterton.

It was suggested that the St Luke's ETM class on Wednesdays change its venue to Chesterton, as numbers are currently low at St Lukes.

**ACTION:** From the 10<sup>th</sup> October this class will be held at Chesterton Sports Centre. New members are welcome.

The table tennis session at Chesterton currently operates as an informal 'turn up and play' basis. It was suggested that the group would benefit from having a facilitator present to coordinate the activity.

**ACTION:** CC and HJ to look into finding a facilitator for the Table Tennis classes.

A concern was raised about current low numbers at the Thursday lunchtime badminton and bowls session at Chesterton. CC informed the group that the session is now 12.30noon – 1.30pm rather than 12.00noon to 1.00pm.

**ACTION:** New members are encouraged to attend the session.

BB reported that the golf sessions at Cambridge Lakes on a Wednesday morning are continuing to go well. New members are always welcome.

The Thursday Hills Road chair based class is celebrating its 10 year anniversary. A couple of the members have been attending since the start. The group will celebrate with a special session – exercises followed by cake and refreshments on Thursday 11<sup>th</sup> October. The local press will be invited along.

It was highlighted that there is the need for more activities in the south of the City. Currently a lot of the programme takes place in the North of the City. Facility availability is one of the main reasons for this.

It was asked that once funding is secured, more activities to be set up in this area of town.

A suggestion was made that participants should be contacted if they haven't been to a class for a while to check that they are ok.

Due to data protection laws personal information cannot be forwarded onto anyone other than the instructor, however if you would like to contact a fellow class member, contact the Office and HJ can call the person and forward on any messages.

**ACTION:** HJ will also ask for all Instructors to send out a letter or telephone a participant if they haven't been to their usual class for more than 3 weeks, without a known reason.

#### **Publicity of the sessions:**

It was agreed that some of the sessions would benefit from targeted publicity to help increase numbers. Suggestions included church magazines, posters at local centres etc.

**ACTION:** HJ to design activity specific posters for local Centres

ALL to inform HJ if able to help with promotion e.g. an article in a local church magazine / help delivering leaflets to local venues

HJ informed the group that Sandra Stafford has written an article on Forever Active to hopefully be included in the Saga Magazine. SS offered for the article to be used for another means of publicity in local papers / magazines.

HJ is in the process of arranging for a Forever Active website to be set up. It is anticipated this will be ready for January 2008.

## **6.) Funding Situation:**

HJ circulated the projected income and expenditure accounts for the group for the financial year from September 2007 – August 2008.

HJ informed the group of the grants the Forever Active has received to date.

To date funding has been received from the following grant aid organisations:

Community Champions

Awards 4 All

Local Area Grant Committee

Age Concern

Comic Relief

Deloitte Fund

Funding has been secured to continue with the existing programme until August 2008 as long as classes have satisfactory numbers.

A suggestion was made to create a Forever Active Membership system with a small annual fee as a means of creating some income for the group. Participants who join the membership scheme will have extra benefits to non-members. (The scheme would still be open to non-members)

The majority present at the meeting were in favour of this proposal.

**ACTION:** HJ to look into the possibility of creating this membership system.

## **7.) Time to Get Active Event:**

As part of the International Day for Older People this year, the Forever Active programme is organising a Time to Get Active Day on Monday 22<sup>nd</sup> October. This free event will be held at Chesterton Sports Centre from 10am-3pm and will include talks, taster sessions, display stands and healthy eating.

**EVERYONE IS INVITED TO ATTEND!**

## **8.) AOB:**

CC asked participants who use Chesterton Sports Centre to complete the feedback questionnaires. Members thanked the staff at Chesterton for their hard work and for their friendly and welcoming manner.

The details of the next meeting are as follows:

**Friday 25<sup>th</sup> January  
2.00pm – 3.30pm  
Chesterton Sports Centre**