

*Draft Document Only*

# Getting Together

**How to get a group started  
and keep it going**



# Getting Together

## How to get a group started and keep it going

Have you an interest you would like to share with others?

Do you enjoy working with others on shared activities?

Would you like to explore the practicalities of setting up a group?

If so, this booklet will help. It has been put together by members of the Elders Council's Creative Leisure and Learning Group based on their experience.

This booklet is currently in draft so we can try it out and make changes if necessary before we produce a final version. Your comments are welcome. Contact us at:

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MEA House,  
Ellison Place,  
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Email: [info@elderscouncil.org.uk](mailto:info@elderscouncil.org.uk) .  
Tel 0191 233 0200.

# Contents

The booklet is divided into the following sections:

## **Section 1:**

**Starting** offers guidance on the basic steps required to develop a new group. This section includes:

- Activity Ideas
- Finding the Expertise
- Finding a Venue
- Costs
- Allocating Responsibility
- Taking Stock
- Attracting New Members

## **Section 2:**

**Things you may need to know about** includes:

- Accessibility
- Health and Safety
- Insurance
- Handling Money
- Fundraising Tips
- Local Funding Sources
- Quality Tips

## **Section 3:**

**Contacts** provides detailed information on a variety of local and national organisations that can help you start or expand your activities.

# 1. Starting:

Some of you may already have a good idea of the activity you want to start. Or you may be unsure of what activities there are to choose from.

First talk to your friends to get some ideas of popular activities (for help see page 4). Have a look at what is happening nearby and in other areas of the city (see page 3). There may already be a programme that you and your friends would like to join or, if it is too far away, set up closer to home.

You will probably want to do a single session of a new activity to see if you like it (a taster session). You'll need to consider whether you yourself, a friend or a contact could lead the activity, or whether you will need a professional tutor (see page 9)

Decide whether it can be done in someone's home or whether it needs another venue (see page 5). Think about any costs involved (see page 6) and whether you want the activity to be just for members of your group or open to new people (see page 8).

Once you have answered these questions you are one step closer to turning your idea into reality ...

## **Activity Ideas:**

### **Get Healthy:**

Aqua aerobics  
Dancing  
Keep fit  
Nutrition  
Swimming  
Pilates

### **Get Sporty:**

New age curling  
Ten pin bowling  
Rookie golf

### **Get Outdoors:**

Bowls  
Croquet  
Cycling  
Fishing  
Gardening  
Nordic Walking  
Rookie Golf  
Walking

### **Get Creative:**

Art practical  
Cookery  
Crafts  
Creative Writing  
Drama  
Filming  
Knitting  
Photography  
Pottery  
Singing

### **Get Talking:**

Art appreciation  
Book club  
Civics  
Film and video  
Literature classics  
Music appreciation

Philosophy  
Play-reading  
Theatre

### **Get Knowledgeable**

Computing  
Family history  
Languages  
Local history  
Quiz group

### **Get Relaxed:**

Aromatherapy  
Massage  
Reflexology  
Tai chi  
Yoga

## Finding the Expertise

For many groups the best (and cheapest) source of expertise will be within the group itself. Members may have joined because of their interest in a particular activity and may be willing to share this knowledge with the group.

Others, however, may lack confidence in what they can contribute to the group. In such cases, it may be that two or more members can complement and support each other in developing and sharing a growing expertise.

Other sources of practical advice and support can be found in a variety of books which your local library should hold. In many cases successful groups can be run where some of the members take turns in recommending and implementing advice from “How-to” books.

If professional expertise is required, however, an excellent source of information is the ‘Tutor Databank’ service which has been set up purely to help people find older-person-friendly tutors.

For more information about the ‘**Tutor Databank**’ please see page 9.

## Finding a Venue

An ideal venue for an activity programme would be within easy reach, warm, safe, reasonably priced and with good facilities to ensure that people feel welcome, comfortable and happy to come back.

For some new and/or smaller groups this is as straightforward as using a group member’s home. For others, however, a larger and more public space may be better.

Examples of some suitable community venues are:

- Rooms in Sheltered Accommodation
- Local Community Centres
- Sport Centres
- Rooms in Libraries
- Places of Worship
- Schools
- Rooms in Pubs

- Fire Station Community Rooms
- Rooms in Health Centres

For more information about **'Accessibility'** **'Health and Safety'** and **'Insurance'** please see page 9-11.

## Costs

In calculating the costs associated with developing an activity programme, you should ask yourself the following questions:

- Will we need to hire premises?
- Will we need to pay a tutor?
- Will we need materials (inc stationery/postage)?
- Will we need to provide refreshments?
- Will we need to publicise our activity?
- Will we need to charge members a session fee?

Doing this will allow you to identify exactly how much money is needed to run the activity and to then consider how these costs could be covered.

This could be by undertaking some local fundraising, applying for a community grant or charging a fee to group participants.

For more information about **'Handling Money'**, **'Fundraising Tips'** and **'Local Funding Sources'** please see pages 11, 12 and 13.

## Allocating Responsibility

Rather than one member taking sole responsibility for your activity discuss with the wider group the tasks that need to be undertaken. For example:

- taking overall responsibility as leader i.e.: Chair Person,
- getting someone to deal with incoming and outgoing money i.e.: Treasurer (see p\*\* on Handling Money),

- recording the decisions and actions of the group, and acting as a contact who will phone, email or write on their behalf i.e.: Secretary,
- making sure someone produces a programme of dates, activities, venues to distribute to the group and interested others(see p 11 on Publicity)

**NB:** Depending on the size, nature and focus of the activity there may also be other tasks to share within the group.

For more information about '**Handling Money**' and '**Publicity Tips**' and please see pages 11 and 17.

## Taking Stock

Periodically or at the end of a set of sessions, the group will need to review it's activity and consider how it is doing.

To do this you will need to:

### (a) Record the facts:

Where, when, what and who? Did numbers stay steady, increase or decrease? What costs were incurred? How were these financed? Did you need/get support from other groups or agencies?

### (b) Record the views of your group members:

How did they feel about the sessions? Would they have wanted to change anything?

From this you can then identify what the group wants to achieve, confirm any changes, plan for the future and identify any areas requiring additional support.

**NB:** Please note that if you intend to apply for funding you **must** document the above information.

For more ideas about various evaluation methods please refer to '**Quality Tips**' on page 16.

## Attracting New Members

If your activity is going to be open to the public it is important that you promote it so that people know who you are and how they can join in.

Whilst word-of-mouth is usually the most effective way of marketing here are a few other methods:

- With your members, devise an information sheet or flyer to hand out around your area,
- Invite a member to become a named 'Champion' who will lead the promotion of your activity within your community,
- Ask libraries and other public sites if you can put up a poster or leave flyers there i.e.: ward notice boards/GP surgeries,
- Let local papers/radio/TV know about anything newsworthy that you are planning,
- Find out from Newcastle Council or local voluntary and community organisations if they have any "show case" events for groups,
- Use the internet to make your group known.

For more ideas about various promotional methods please refer to '**Publicity Tips**' on page 17.

## 2. Methods:

### Tutor Databank

The Quality of Life Partnership (QoLP) has developed a **free** service called the **Tutor Databank** which has been designed to ensure that people know exactly where to get reliable and older-person -friendly professional tutors.

### How does it work?

- Qualified tutors register their particular area of expertise e.g.: Fitness, Arts and Crafts, IT,
- QoLP takes up references, undertakes checks with the Criminal Record Bureau and verifies that the relevant insurances are in place for every tutor,
- You contact QoLP asking for referrals in your chosen activity area,
- QoLP provides you with the contact details of the relevant Tutors,
- You contact the tutor direct and negotiate prices and delivery terms.

To access this service please contact Quality of Life Partnership on **0191 233 0200**.

### Accessibility

Many groups may not recognise accessibility as a key issue to developing an activity as none of their members experience access problems. However there could be a number of other people close by who are keen to get involved but are missing out because they can not get to a venue.

Here are some tips on how to remove this barrier:

- Choose a venue that is close to a bus route and/or has sufficient parking spaces,
- Ensure the entrance is level or ramped, and is well sign posted with large clear lettering,
- Choose a ground floor venue wherever possible or a venue with a lift,
- Ensure there are sufficient toilets with disabled facilities,
- Provide seating and rest places for people during an activity,
- Make sure there is sufficient lighting both inside and outside the venue, especially if you are holding activities in the evening.

For details of appropriate venues within your local area please contact your **Ward Co-ordinator** via the Community Engagement and Empowerment Section, Newcastle Council, on **0191 277 3614**.

## Health and Safety

Whilst the phrase 'Health and Safety' may appear daunting, there are a few simple principles to apply which should ensure that your group feels reassured about their level of responsibility:

- In most cases Health and Safety procedures will be the responsibility of your venue and its staff. They should make you aware of these when using the venue for the first time i.e.: Fire Exits and Procedures, First Aid, Signing in Book.
- However, it is also considered good practice to undertake a simple risk assessment of your activity prior to your group embarking on it.

This simply means undertaking an audit of what will be carried out, the ways in which this will happen, the equipment to be used and the surroundings in which the activity will be delivered.

- It is important to keep people safe. Depending on the nature of your group, you may need to consider applying for Criminal Records Bureau checks for your group organisers. For advice on whether this applies to your group, contact Age UK Newcastle on 232 6488.
- It is possible that in your group you may come across someone who is experiencing abuse or neglect. If this is the case, there is a clear and simple procedure to follow. Call 999 if someone is in immediate danger. Alternatively, alert Adult Services by telephoning the Adult Social Care Direct Team on **(0191) 278 8377** or the Emergency Duty Team (after 5pm) on **(0191) 232 8520**. If you would like advice, support or training on Safeguarding Adults, contact the team at Newcastle City Council on 278 8156.

By combining these principles you should be able to identify the potential risks associated with your activity, the precautions needed to reduce these, and the range of safety measures needed.

## Insurance

Most small self organised learning groups will probably not need insurance. It will either not be applicable or covered by the venue itself. But it is something you will need to check.

If your group is interested in putting on an event in a public space, however, you will need to investigate whether your event requires:

- Public Liability Insurance and Professional Indemnity Insurance
- Third Party Insurance
- Personal Accident Insurance

Depending on the type of event being held you may need to take out one or more of these on behalf of your group/activity.

First you can contact an Insurance Officer at Newcastle Council **(0191 211 6698)** to check that you have the right level of insurance they are unable to recommend a specific insurance company as this would be seen as giving preferential advice.

Consequently you will be required to approach an Insurance Broker directly for advice about your event and this may incur a small charge.

## Handling Money

Money can be a sensitive area and has the potential for spoiling the dynamics of any group.

All groups, regardless of size, need to manage their money and account for it. This applies to payments received from your members, small amounts of cash raised from fundraising or grants secured from successful funding applications.

Keeping everything transparent should help to avoid any misunderstandings where money is concerned. It is helpful to keep records of incomings and outgoings, and you might find it beneficial to keep your paper records or spreadsheet available for other members to have a look at regularly.

A good way to keep things clear and in the open is to hand over responsibility for dealing with income and outgoings to an elected treasurer. You could suggest the role and ask for a volunteer.

## **Fundraising Tips**

There are a huge number of tried and tested means of raising money in the community. A few examples of these are:

### **Starting Gently:**

- Bingo
- Raffle
- Cake sale
- Book sale
- Coffee morning
- Cheese and wine
- Guess how many beans
- Tombola

### **Being More Adventurous:**

- Quiz nights
- Table top sale
- Open gardens
- Karaoke nights
- Fashion shows
- Art and craft stall
- Ten pin bowling
- Sponsored walks
- Fancy dress parties

## Local Funding Sources

Knowing where to find funding for an activity programme can often feel like a minefield.

If you are an existing group you may struggle to keep up to date with new sources of funding. If you are new to developing an activity you will want to know where to go to obtain funding, what you can use the funding for and how you can apply for it.

To help you with this we have outlined a few sources of local funding that is widely available to groups.

**Please Note:** Most funding is only available to formally recognised groups – that is a group which has a constitution, a management committee and a designated bank account.

If your group is not at this stage you can seek expert guidance from Newcastle Council for Voluntary Service who can help in a variety of ways.

Please refer to the Contacts section on Page 19 for more details of how to get in touch with them.

### ❖ Age Concern Newcastle - Over 60's Club Grants.

These grants are available to groups of people aged 60+ and who live within a Newcastle Upon Tyne ward.

They will not usually exceed £100.

The group must also be affiliated with Age Concern Newcastle. This is done by completing an 'Over 60's Club' grant form and paying a £3 fee. If the application meets the criteria below a grant may be awarded.

#### **What the grant can be used for:**

It can be used to support any outgoings of the group. This could include room hire costs, group overheads, trip subsidies, tutor costs, event costs etc.

#### **What it cannot be used for:**

- Individuals
- Groups of people under the age of 60

- Party political activity
- Purely Religious Activity

For more information or to request an application pack, please contact them on **0191 232 6488**.

### ❖ **Big Lottery - Awards For All**

This funding stream aims to help improve local communities by providing grants of between £300 and £10,000.

#### **What the grant can be used for:**

Any activities that meet at least one of the following outcomes:

- People have better chances in life - with better access to training and development to improve their life skills,
- Stronger communities - with more active citizens working together to tackle their problems,
- Healthier and more active people and communities.

[N.B. For examples of some projects that satisfy these criteria please use the contact information below.]

#### **What it cannot be used for:**

- Individuals
- Party political/Purely religious activity

For more information, or to request an application pack, please call **0845 410 2030**.

### ❖ **Community Foundation - Various**

The Community Foundation manages over 200 Funds to benefit the people of Tyne and Wear and Northumberland.

They make grants for most types of community activities or projects with no lower limit.

Applying is straightforward - you only need to fill in one form that can then be considered for all of the various funds.

For more information, or to request an application pack, please call **0191 222 0945**.

### ❖ **Grant Finder**

This is a searchable database which holds the details of over 6000 national funding opportunities.

You simply enter your location, the type of activity you are wanting to undertake and the amount of funding needed and it does all of the relevant searching for you.

Whilst direct access to it is via a subscription fee you can bypass this by asking the Grants Officers at NCVS or Newcastle Council to search on your behalf (See 'Contacts' section for more information).

### ❖ **Newcastle Council - Grant Aid:**

This budget is to fund community activities that benefit the ward you live in. There is a minimum award of £150 and a maximum award of 25% of the total Wards Grant Aid budget.

#### **What Grant Aid can be used for:**

Your Ward Committee will fund activities that meet one or more of the following criteria:

- Social Inclusion
- Community Cohesion
- Community Capacity Building
- Reducing Deprivation

[N.B. For examples of some community projects that satisfy these criteria please use the contact information below.]

#### **What it cannot be used for:**

- Individuals
- Party political activity
- Purely religious activity

For more information, or to request an application pack, please contact the Grants Officer, Community Engagement and Empowerment Section on **0191 277 3584**

## Quality Tips

### ▪ Recording Facts

Keep a **Register** listing the names of all participants down one side and the dates of the activity along the top. This allows you to easily record the attendance for each session.

If the activity has required finance, **Accounts** should be similarly kept up to date so that you can document who paid and who spent what. Any financial support from outside the group will also need to be recorded.

Accounts need not be complex. Unless you have funding from multiple sources and large outgoings, a simple ledger book available from any good newsagent will suffice.

### ▪ Obtaining and Recording Opinions.

The simplest way to gauge the groups opinion of an activity is to ask them. This can be done on an individual basis or with the whole group:

**Individually** : One-to-one discussions often result in revealing the most frank opinions but is both labour intensive and time consuming, especially when dealing with larger groups.

**Groups**: These are much faster to identify opinions than one to ones, but have some pitfalls e.g.: some people may not feel confident to talk openly, an individual or several members of the group may try to dominate the discussions.

To reduce the potential of this happening you could use:

**Questionnaires**: These give everyone the chance to think about the same questions away from the group. They can also be anonymous to allow people to express their opinions freely.

**Statements**: These are cheap and interactive. Members are asked to write their opinions on post-it notes which are displayed all together. The group is then asked to discuss each post-it in turn and decide how much support, or

otherwise, there is for the idea. Again these can be anonymous to avoid the potential for any tensions arising.

For more practical suggestions about getting feedback about an activity, including tips on how to successfully manage group dynamics, please refer to the Self-Organised Learning website which is found at [www.selforganisedlearning.com](http://www.selforganisedlearning.com)

## Publicity Tips

### ▪ **Adverts, Leaflets and Posters:**

These are a great way to catch people's attention – as long as you keep your message short and punchy. Send them to public buildings, ward notice boards and places with waiting areas, such as garages and GPs' surgeries. Many will display items for free.

### ▪ **Citylife Magazine:**

Newcastle's council's bi-monthly magazine, *Citylife*, is delivered to every home in the city. It has a community news section where groups can promote their activities and events for free.

For more information about how to include your activity please contact them on **0191 211 5073**.

### ▪ **Elders Council Newsletter:**

The Elders Council is the older-peoples forum in Newcastle, run by older people for older people. It publishes a bi-monthly newsletter which is received by over 2000+ members.

For more information about how to include your activity please contact them on **0191 233 0200**.

### ▪ **Local Media:**

Coverage in local newspapers, on TV and radio will reach a large audience, and it's free. The catch is that it's not always easy to get media interest – just because something is important, it doesn't mean it's newsworthy.

However, there are community based alternatives that can directly promote your activity i.e.:

**NE1 FM 102.5** - community radio broadcasting 365 days a year. Contact them on **0191 240 1025** (leave a short message, your details and a land line number).

❖ **Websites:**

Rather than building your own web page why not let someone else promote your activity for you:

**Active Newcastle** - has a dedicated 50 Plus section which lists the full range of venues available for different activities and who is doing what, where. To contact them go to: [www.activenewcastle.co.uk](http://www.activenewcastle.co.uk)

**Information Now (Newcastle's Older Peoples Website)** - promotes information on Keeping Active, Leisure, Learning and Local Activities. To contact them go to: [www.informationnow.org.uk](http://www.informationnow.org.uk)

### 3. Contacts

Listed below are the details of a wide variety of websites and organisations that can provide further inspiration and assistance to your group:

#### ❖ Active Newcastle

This easy to use website provides you with information about venues throughout the city and explains what is involved in a wide variety of activities. It can also help you promote your group activity by listing your details in their extensive activity calendar.

For more information please visit their website: [www.activenewcastle.co.uk](http://www.activenewcastle.co.uk)

#### ❖ Age UK Newcastle

Age UK Newcastle is one of the largest older people's organisations in the city and is a great starting point for inspiration and advice on activity programmes.

It is also home to the 'Over 60's Club Grant' club (See page 13)

For more information please ring **0191 232 6488** or visit: [www.acnewcastle.org](http://www.acnewcastle.org)

#### ❖ Tutor Databank

The Quality of Life Partnership (QoLP) has developed a **free** service called the **Tutor Databank** which has been designed to ensure that people know exactly where to get reliable and older-person -friendly professional tutors.

#### How does it work?

- Qualified tutors register their particular area of expertise e.g.: Fitness, Arts and Crafts, IT,
- QoLP takes up references, undertakes checks with the Criminal Record Bureau and verifies that the relevant insurances are in place for every tutor,
- You contact QoLP asking for referrals in your chosen activity area,
- QoLP provides you with the contact details of the relevant Tutors,
- You contact the tutor direct and negotiate prices and delivery terms.

To access this service please contact Quality of Life Partnership on **0191 233 0200**.

## ❖ **Big Lottery Fund**

The Big Lottery Fund is the largest distributor of National Lottery money giving grants from £300 to over £50,000 to anything from small community groups to major national charities.

They are a great source of support for community activities with their 'Awards For All' funding stream having a 6 week turnaround from application to decision (See page 14)

For details of all lottery funding please ring the Lottery Funding Helpline on 0845 275 00 00 or visit: [www.lotteryfunding.org.uk](http://www.lotteryfunding.org.uk)

## ❖ **Community Foundation**

The Community Foundation manages over 200 Funds to benefit the people of Tyne and Wear and Northumberland.

They make grants for most types of community activities or projects with no lower limit. Applying is straightforward - you only need to fill in one form that can then be considered for all of the various funds.

For more information please ring **0191 222 0945** or visit: [www.communityfoundation.org.uk](http://www.communityfoundation.org.uk)

## ❖ **The East End Community Development Alliance**

This organisation is dedicated to providing support, advice and information to any voluntary and community sector groups based in the East End of Newcastle.

Amongst their range of services are:

- Practical support from their Link Worker Team i.e.: support with fundraising, governance, funding applications and organising events,
- Opportunities to meet (network) with other local groups and organisations,
- Promoting your groups activities via their website.

For more information please ring **0191 275 9477** or visit: [www.eastendalliance.org.uk](http://www.eastendalliance.org.uk)

## ❖ Elders Council

The Elders Council is the older peoples forum in Newcastle, ran by older people for older people. It publishes a bi-monthly newsletter which is received by over 3000 members.

For more information please ring **0191 233 0200** or visit [www.elderscouncil.org.uk](http://www.elderscouncil.org.uk)

## ❖ Information Now

This website has been created to provide information for older people living in Newcastle.

It covers a vast range of areas including Leisure, Keeping Active, Life Long Learning and a section dedicated to highlighting services that are on your doorstep. Perfect for getting ideas and inspiration.

For more information please visit their website: [www.informationnow.org.uk](http://www.informationnow.org.uk)

## ❖ NE1 FM 102.5

NE1fm 102.5 is Newcastle's first full-time FM community radio station. Broadcasting for 365 days it is completely run by dedicated volunteers.

*'Everyones Tomorrow - Today!*' is the Elders Council monthly radio programme offering you a perfect opportunity to promote both your group and your activities.

For more information about NE1 FM please visit: [www.ne1fm.com](http://www.ne1fm.com), for more information about the Elders Council radio programme please ring **0191 233 0200** or visit: [www.elderscouncil.org.uk](http://www.elderscouncil.org.uk)

## ❖ Newcastle City Council

The Community Engagement and Empowerment section can offer a wealth of support and advice to people wanting to set up a group or develop a community activity.

Each ward has their own dedicated officer who can help with information on local venues, offer funding via Grant Aid, help promote your activities and support any public events via the 'Where I Live' web pages.

For more information please ring **0191 277 3614** or visit:  
[www.newcastle.gov.uk](http://www.newcastle.gov.uk)

### ❖ **Newcastle Council for Voluntary Service (NCVS)**

NCVS is an independent charitable organisation which provides advice and support on a number of challenges facing community groups. This includes:

- how to set up a group,
- funding advice,
- grant application help,
- evaluation advice,

For more information please ring **0191 232 7445** or visit:  
[www.cvsnewcastle.org.uk](http://www.cvsnewcastle.org.uk)

### ❖ **Quality of Life Partnership (QoLP)**

QoLP is a partnership between the Age Concern Newcastle, Newcastle Healthy City and the Elders Council with a view to improving the quality of life of all older people in Newcastle.

It is also home to the 'Tutor Databank' (See page 9) and Newcastle's Older Peoples website - Information NOW.

For more information please ring **0191 233 0202** or visit:  
[www.informationnow.org.uk](http://www.informationnow.org.uk)

### ❖ **Search Project**

Search is a community based resource centre offering a wide range of community health activities, leisure and learning opportunities to older people in the west end of Newcastle.

It is a great starting point for advice and inspiration.

For more information please ring **0191 273 7443** or visit:  
[www.searchproject.co.uk](http://www.searchproject.co.uk)

## ❖ **Self Organised Learning**

On this website you will find information and materials to help with running a community group.

All of the resources can be adapted for your own use - you can re-write them, add photographs, print them and so on to make them relevant for your group.

For more information please visit their website: [www.selforganisedlearning.com](http://www.selforganisedlearning.com)

## ❖ **The School of Everything**

This is an online resource which helps groups and individuals to learn whatever is inspiring them, wherever and whenever they want it.

It includes information about both informal and structured opportunities, and it also can help you find places to meet and materials to use.

For more information please visit their website: [www.schoolofeverything.com](http://www.schoolofeverything.com)

## ❖ **U3As (Universities of the Third Age)**

Newcastle U3A has over 35 learning and recreational groups open to new members for a small annual fee.

No qualifications are needed to join and there are no exams. Learning is for pleasure. Members use their life experiences and different skills to share in mutual learning in a friendly informal environment.

For more information please ring **0191 230 4430** or visit: [www.nru3a.co.uk](http://www.nru3a.co.uk) (click on Regional U3As/Newcastle).

## ❖ **Workers Educational Association (WEA)**

The Workers' Educational Association (WEA) is the UK's largest voluntary provider of adult education running over 10,000 courses each year and providing learning for more than 110,000 adults of all ages and drawn from all walks of life.

For more information, and for details of your nearest branch, please visit their website: [www.wea.org.uk](http://www.wea.org.uk)

## Who We Are

The Elders Council is the older people's forum in Newcastle and is a voluntary organisation run by and for older people in Newcastle.

Our job is to make sure that the views of the over 50s are taken into account by decision-makers. We influence policy and organise events and projects that raise issues affecting older people.

### **Disclaimer:**

Whilst every effort has been made to ensure that the information contained within this booklet is correct we can not be held responsible for any changes.

All details were correct at time of publication:

\*\*\*\*\* 2010.

### **Funded By:**

NLNL  
BIG  
Active Ageing