

MUSIC FOR OUR VETERANS

Summer Cavanagh – 1904996

Samantha Hopkins – 1903145

Alfred Montague – 1901446

Leah Dunbar – 1902146

Mohammed Miah – 1907789

Table of Contents:

• Project Specification.....	3
• Work by Alfred Montague.....	4-6
• Work by Summer Cavanagh.....	7-8
• Task Analysis.....	9
• Project Schedule.....	10-12
• Work by Leah Dunbar.....	13
• Work by Mohammed Miah.....	14-15
• Resource Plan.....	16
• Budget Plan.....	17
• Work by Samantha Hopkins.....	18-22

Project Specification

Project Title	'Music For Our Veterans'
General Aims & Objectives	To put on a successful live charity music event in aid of the Swansea Veterans Club to raise much-needed funds and awareness for this charity.
Requirements	Requirements include: • The safety of everyone on the event. • To raise awareness of the event and the charity itself. • Ensure all team members turn up • Ensure either the musicians or the venue has the appropriate equipment to perform with.
Stakeholders	Project Group – • Alfie Montague - Student number 1901446 • Leah Dunbar - Student number 1902146 • Summer Cavanagh - Student number 1904996 • Samantha Hopkins – Student number 1903145 • Mohammed Miah – Student number 1907789 • The Wig & Pen (Venue) • The Musicians • The Veterans Club
Risks	• People not turning up our event. • Musicians cancelling on the event. • Venue cancels the event at short notice. • As a project group if there were any severe circumstances we may have to cancel the event ourselves. • Severe weather could be a risk in the outcome of our event. • We may not be able to find the facilities to help us set up the event, for example, charity boxes to put loose change in, finding equipment for musicians to enable them to perform, etc.

My to-do list to complete in

lead up to event -

- Try and have the event held in the first week of December to get more value out of our event. (Group decision) ✓
- Create a poster for the event which can be shared across multiple social media platforms to spread awareness about our event. ✓
- Find out from our budget leader within the group prices for the tickets so I can add this to the poster. ✓
- Find out the date and time of the event to add to the poster, this is key information. ✓ ☐ Set up an open Just Giving page for the charity so we can maximize donations for this event. ✓
- Create a ticket for the event. ✓
- Explain what the definition of a project is. ✓
- Complete the project specification.
- Explain what the aim of our project is. ✓

My to-do list on night of event –

- Take control of entry to event which involves selling tickets on the door.
- Engage with everyone who attends the event, it is important to come across in a good manner to ensure people attending that things are going smoothly, and they are enjoying the event.

Link to Swansea Veterans Club – <https://veterans-club.co.uk/>

Link to the Just Giving page to donate to the charity – <https://www.justgiving.com/crowdfunding/Swanseaveterans>

The main idea behind me setting up this Just Giving page was to maximise the potential donations for the charity. We already have ways of raising money, such as ticket sales, raffle, and the Wig and Pen have offered us some spare stock which they wish to get rid of like T-shirts which they said we could have to raise extra funds. However, these are all physical ways of making money for the charity, and the way the world is evolving now, it would be silly not to have an online donation page, as some people prefer to donate electronically.

What is a project?

A project is something you work on with an end goal. It is usually associated with some sort of complexity. It involves initiating, planning, executing, controlling and completing the objective to meet a specific success criteria within the given time frame. A project can be an individual process or may involve multiple people to complete.

Why we have Chosen this charity and what does it mean to me?

As a group we were scouting online for local charities to support, Summer found the Swansea Veterans Club and made us aware of it. I instantly thought that this would be perfect for us to raise awareness for. I know Summer has personal connections associated with the armed forces and I also know people who have served. A rugby coach of mine serves in the navy and suffers from PTSD and I know he doesn't ever talk about it publicly, mainly because he feels that there isn't enough support and awareness out there for him to turn to when he needs it. Even though we can't get rid of PTSD I felt that this was the perfect charity to choose so we can as a group try and raise awareness for this condition so that we can help and show that younger people like us do care and that they are not alone. So I know the effect it can have on the lives of not just those who suffer from it, but families and friends who have deal with the consequences of those who unfortunately have to live with it. This is why I am proud to help put on this event for such a worthy cause, and it is definitely something I would like to help and contribute in the future after this project.

What is the aim of our project?

Our group project aims to put on a successful and enjoyable live music charity event in support of the Swansea Veterans Club to raise funds and most importantly awareness for a great cause. We felt that this is a charity that is quite often overlooked, and especially in Swansea where we couldn't find any other armed forces or veteran-related charities. We all agreed that it would be good for young students like ourselves who maybe don't appreciate the sacrifices these men and women have made, to promote awareness for a cause where the people involved have given an incredible amount, not just the local community of Swansea and surrounding areas but to their country. In addition to this, another aim of our project was to show our project management skills. This project was perfect to showcase exactly that. All of us in our group have covered different areas of the project, for example, I have covered the advertising side for this event which included publicity for the charity & the music night. Summer liaised with the charity and the venues. Sammy has planned the event in terms of musicians and acts that will be performing on the night. There are other aspects of a project that have been covered with the rest of the people in our group but on the event side, it has mainly been me, Summer and Sammy.

What did project management skills have I shown?

Crucial parts of showing project management skills include communication, leadership, negotiation, organisation, problem solving and budgeting. Personally, I believe I have shown great communication, organisation & leadership. During this project I have continuously needed to communicate with my fellow group members, to establish what I need to put on tickets, posters so that they are relevant, and the information is correct. I have needed to be organised with my work, planning on what needs to be done and when it needs to be done. Leadership has been key in my role of the group as I have had to finalise things that will be seen on social media to advertise the event, for example starting up a just giving page which will be seen by many people online, it is my responsibility to make sure everything on there is factual and correct because I am representing the charity as well as the project team and myself.

Creating the ticket -

For the event, another job of mine was to create a ticket for the event for people to buy. We shared this initially with the manager of the venue the event will be held at and she was very pleased with the outcome of my work. She said she would also help sell the tickets prevent night to ensure we could raise as much money through the sale of the tickets which is £3 and to maximise publicity of the event which would encourage people to come along and enjoy the night. As a group we also understand that as the event is taking place in a pub, so not everyone who attends will actually be there for the purpose of our event, as many could be locals who regularly attend the pub.



Creating the poster -

I also had the task of creating an advertising poster for the event. The idea behind creating a poster for this event came from myself, it is crucial for any type of event to self-promote through social media channels, newspapers, leaflets, radio channels, or in this case a poster which can be physically seen around various places in Swansea or can be viewed on social media channels such as Twitter and Facebook. It is key that this type of promotion stands out to the public, I believe with the colours I have used for this poster it is clear to see and is eye-catching which is ultimately what will initially draw people to look at it. When making something for promotion that will be seen by many others, I felt it was important not to have too much text involved. The main purpose of this is to deliver a message so that people can be made aware of the event without having to read too much which can be boring and dull, consequently losing the engagement of the readers.

Introduction to our Charity:

The charity we have chosen is The Veterans Club in Swansea. This is a non-profit charity that supports ex-service personnel during times of hardship, loneliness, and both physical and mental struggles. Swansea "Veterans Club was launched in March 2018" to bring Veterans, serving members and their families together through events, meetups, and simple communication. The club provides "an approachable way of building friendships with a clear understanding" of what life is about when they have left the services, these meetups can be either from time to time or scheduled weekly. It is about having the possibility to go to a new place or a place where those concerned feel comfortable. The club provides people to talk to when that difficult time arises. The objective is also to help "start in changing the reaction of a PTSD sufferer". "The growth, support, and interest in Veterans Club" has been very positive and our aim as a project team is to provide our support for the club to help raise awareness for people of our generation and allow them to have an insight into how those who have served our country suffer at present and what it entails to give something back to them.

<https://veterans-club.co.uk/about-us/>

Compelling story:

When asked to choose a specific charity from the local area, I made the choice to dedicate my University project to supporting this particular club as their values and what they stand for are very important to me on a personal level.

Being a military "brat" myself, born and raised in the environment, I felt like this was my time to try and support those I have been surrounded by all my life. Throughout my twenty years of living, I have moved to many places and met many people from the forces, both adults and other military children. My father is ex-military, he served for forty years in the British army. My two brothers, Simon and Wayne are still currently serving in the Royal Air Force.

I spent many years apart from my dad due to his demanding career. When he would come home from work he would become a family man again. Numerous times I have asked him to tell me stories about his missions throughout certain wars and different locations around the world. Each one of them is unique in its way. When he would tell me these stories he would turn them into funny scenarios and twist them into sounding a little less intimidating than they probably should be. However, I know my father and I knew he was reminiscing those thoughts with both pride and sadness. Unfortunately, they weren't always all that positive, most endings would involve him taking a moment to remember a lost friend and colleague or him pointing out how lucky he is to be here today considering what he has been through. Whenever we have talked about his past we tend to just brush it off and resume normal life as a family. However, whilst growing up with him there have been many moments that would usually just a part of normal civilian life where my father has shown me just how embedded his memories are. For example; when we have been to places such as the shops and kids have ran past with plastic gun toys making the same noises a certain weapon he may have experienced using years before, his stance and persona would change in an instant.

In moments like that, I have seen a fully grown, fully composed family man become a worried, stressed ex-soldier. It is then that I've realized from seeing it just in front of my eyes, just how serious post-traumatic stress can be and what the effects can look like. My father and I haven't always seen eye to eye but I do feel for him nonetheless. My father and I are both very similar people in character; impatient, controlling and stubborn but still complete opposites in terms of beliefs and mind set.

There have been times, especially when he first retired where we both struggled to live together as he was struggling to differentiate his family from soldiers and would have a tendency to order me around as if I was one of them. My Dad is only one example out of millions of a man who has gone from a life spent serving his country, fighting and surviving in dangerous places around the world to trying to adapt to a full-time father, husband role. The examples I could provide you with of simple life moments that have become a struggle for members from my own family and for others who I have met over the years are endless. When you live with somebody who you know has dedicated their life to doing good and helping others to then go on and see them struggle with their own lives, you tell yourself that you can now do something for them and you look for a solution. Over two years ago I did a first aid course for my teaching job, our course tutor was a middle-aged French fireman. Amongst many other topics, we also discussed the sights he and his colleagues from other services see daily and take back home with them at the end of a shift. We ascertained that there was next to no support for them. I don't think we take into consideration just how many horrendous and traumatizing things service personnel see and bottle up just like the thought of soldiers and their reinsertion into civilian lives isn't something that crosses our minds.

When charities are mentioned we initially think of animals and health but very rarely do we specifically think about those who help us every day. When we go about our routines, walking through the streets, unknown to us are hundreds of thousands of homeless, struggling veterans who have lost their way in our society. I would love for there to be more services providing that much-needed lifeline these people need.

I don't have many friends who have family serving or who have served in the military and there are times when it is a little hard for me to explain why helping those concerned is a great deal to me. I genuinely believe that my generation doesn't take the time to contemplate or understand the hardships and difficulties that our serving men and women experience and go on to live. My biggest objective would be to open the eyes and minds of more people my age and motivate them to love and support the veterans of today through events, meetups and general awareness.

I am very happy and proud to be able to finally give something back. We have now been working together as a team of five for the past month. We have met the founders and presidents of the Veterans Club and a couple of their members. They could not stress enough how much it means to them to have University students, people of our generation getting involved with supporting their charity whilst also genuinely caring about the cause itself. For the Veterans Club, the money raised is not their priority. If we can provide a helping hand and work alongside them on different events we are doing exactly what we aimed to do. On the day we met we also decided there and then to change venues to allow for easier access and more capacity. The Club suggested meeting the owner of the Wig and Pen in Swansea. We have been extremely fortunate to meet all of these different and resourceful people who believe in this project just as much as we do. All we can do now is try our best at producing an amazing event for those who deserve the recognition and the time spent creating it.

Task Analysis

Stage	Activity/Task	Timescale	Actual Time
1	Create event or charity to raise money	8 weeks	2weeks
1.1	Decide on charity – Contact charity	3days	3 days
1.2	Meet charity – decide on venue	1 week	1 week
1.3	Meet venue owner	1 week	1 week
1.4	Find musicians/artists	4 weeks	4 weeks
1.5	Meet musicians/artists	4 weeks	4 weeks
1.6	Create tickets / posters / flyers	5 days	5 days
1.7	Create set-list	6 weeks	TBC
1.8	Get Raffle prizes 6 weeks TBC	6 weeks	TBC
1.9	Contingency time (+ Approximately 10%).	1 week	TBC

Project Schedule

Task	Date
As a group, we decided to firstly create a check list of things we needed to do and plan for our project. We listed our ideas and come to an agreement to do a music event at an appropriate location for one evening to raise money and awareness for veterans. We started to research for a charity in the area to see if they would be interested in our idea and happy to be involved.	Thursday 3 rd October
While doing our research, we come across a website for a local charity named Veterans Club. We decided to get in contact with a woman whose details were on their page, named Katherine. We spoke on the phone with Katherine to explain who we are and what we have to do for our project. We had a very positive reply and are awaiting confirmation from her colleague. She asked us to send an email with our idea so she could show him and see what his thoughts were. Later on in the evening, Sammy and Summer went location scouting for a venue and met one of the owners of a place called Copper Bar in Swansea center. After speaking to him, he was happy to allow us to use the bar for free on the evening, we decided on sometime in the first week of December. They also found out that the owners have their very own homeless and Veteran charity. We would like them to invite their charity members as well to bring the two communities together. https://www.facebook.com/CopperBarSwansea/	Friday 4 th October
An email was sent to Katherine in morning and in her reply she informed us that her colleague was not in the office until Wednesday. We are still waiting for an official confirmation for the project with them and hopefully a date to meet them.	Monday 7 th October
As of this date, we chose our roles and discussed who wanted to do what. Summer is the team leader and manager, Sammy is the finance manager and administration, Alfie is the marketing advertiser, Ellie is the artist and musician's manager, Leah and Mo are the team assistants and planners. To reach out to any artists willing to come along to our event and perform for the charity for free, we planned to reach out via social media and any local contacts to see if anybody was interested. Sammy uploaded a post on a Swansea Musicians Facebook page, and we received two replies. They were a	Thursday 10 th October

Gospel Choir and a solo acoustic artist named Melody Shaddik. By doing this we are hoping to recruit artists and musicians from the area, putting forward that it is a fund-raising event and that we will not be able to pay them. We will hold an event on the Thursday 17th of October to meet and greet the students and locals who wish to perform for our event. Our very own team member Ellie will be singing for us.	
We received an email back from Katherine inviting us to meet at the Veterans Club Thursday 17th October at 12pm.	Wednesday 9th October
We met the Katherine and three members of the Veterans Club at 12pm to discuss our idea and see if they were interested. They were very happy with our idea and are wanting to be involved. They did suggest a bar they know and work with that allows them to come along and host their event for free, so we decided to get in contact with them. They did suggest it as it's a more convenient location, it's bigger and they have a lift dedicated to anyone in a wheelchair. The bar is called The Wig and Pen and Summer spoke on the phone with the owner to discuss a time we could meet, and she was happy with us going there on this day to explain what we would be wanting to do and see if they were happy to help. We have agreed to keep in contact with Katherine about the location and times of the event. After we met the Veteran Club, we met two artists from the Swansea Musicians Facebook page and one other who reached out through Summer who is a student at St David's. We explained to them what the event was and how we plan to run it. All three artists were happy to be involved and do it for the charity with no price as it benefits them as much as us. In the evening, we visited the location we got requested, The Wig and Pen, to see If it was more fitted for our event than The Copper Bar. We asked for the owner at the bar and she sat with us for half an hour to discuss. We had explained everything to her, and she was happy for us to host the event there as they had done it many times to support the Veterans Club. She also told us that they have the equipment for the musicians there so unless they want to bring their own, they can use that. After this meeting, we did decide on having the event there as there is lot more space and with the lift, it saves any hassle for anybody in a wheelchair.	Thursday 17th October

Alfie created the tickets for the event, these will be given to people when they walk in and they can donate, if they want to, to the charity, Sammy has bought small buckets for this and to be placed around the bar too. Summer emailed these tickets to the owner of The Wig and Pen so she will print them and have them ready for us on the night.	Sunday 20 th October
On this date, Alfie had finished creating the poster ready to be put around our campus and the bar as well as our social media page more towards the date of the event. The poster includes the event name, location, date and further information on the musicians. We also emailed the Copper bar to let them know we will not need the bar on that date anymore as the Wig and Pen is meeting more of our needs. We did thank them, and they completely understood. We have also let the owner of the Wig and Pen know that we would like to use the bar and they were more than happy to help. As well as the veterans club, as we did say we would keep in contact with them with any updates or changes.	Monday 21 st October
We arranged another group meeting on this day to discuss the event and ensure everything is running smoothly. We spoke to the three musicians that we had met before, and they are all defiantly coming and are wanting to support the charity and event. We are hoping to have more than just three artists, as we haven't got as many as we had planned. We are also thinking to have an open mic so anyone can get up and perform.	Tuesday 22 nd October

Who Did What

Sammy – Analysed the context in which the organisation/ sector we are working with operates and the challenge they face.

Summer – Write a compelling story about the purpose of the project

Alfie and Mo – Write up the aims and objectives of the project applying a recognised model

Leah and Ellie – Show evidence that we have used project management techniques in the planning of the project.

Our Visions, Missions and Values

Visions

Our visions are:

- Successfully run the event
- Spread awareness aimed towards youngsters about the veteran's club and veterans in general
- Help raise as much money as possible for the charity

Missions

Our missions are:

- Set everyone tasks each week needing to be completed with due by dates
- Have regular meetings together as a team
- Keep in contact with charity for any updates or changes

Values

Our values are:

- Accountability
- Inclusiveness
- Teamwork
- Reliability
- Sincerity/ Open minded

Introduction

Our group project is to raise money for a local charity. We have chosen the charity Veterans Club. We will be running a music event where we have artists performing for entertainment, we also will be doing a raffle to raise extra money. We also have set up a just give page so people can donate money by card. At first we wanted to do the event in the Copper Bar on the high street, once we spoke to the volunteers in the Veterans Club and they suggested for us to pick a venue that has disable access which the Copper Bar did not have. They recommended a venue that they have used previously, the venue was The Wig and Pen on ST Helens Road. This venue is better as the capacity is 250-300 and also has a disable lift.

Objectives

To make out objectives good objectives, I will be applying a method called SMART which you apply to objectives. What SMART means is specific, measurable, achievable, and relevant and time bound. Our first objective is to create a music event for a good cause (Lee Ann Jung, 2007). To make this objective Smart. Firstly, we will be creating a music event for the Veterans Club. To check if this objective is measurable, we will firstly have to see if the management at the venue allow us to run such an event. Also we will have to see if the charity allows us to run an event, this is the only way to measure this objective. Do I think this event is achievable? I think we have achieved the objective as the venue has confirmed we can use it for our event and also the charity has confirmed that they are happy with us running this event on behalf of them. The objective is relevant as it's directly to do with what we are trying to achieve with our project, which is to raise money for the Veterans Club. The objective is will also be time bound as the event will be on the 5th of December.

Our second objective is to raise awareness for the people of our generation, to give something back. Our group is a fairly young group with the oldest being under the age of 30. We believe many people do not know there is a charity for the Veterans in Swansea. This objective is specific as it's to raise awareness for the Veterans Club. We are going to measure this objective by creating a questionnaire, we can ask people who attend the event when they first heard about the Veterans Club charity, this way we will be able to check if it was through our project. Another way we can measure this objective is by aiming to make 50 people aware of the charity through our project. I think this objective will very easily be achieved, I think the objective has already been achieved as people in our group were not even aware of this charity until we started this project, now it's just a case of how many people we can make aware of the charity. We are also advertising the music event on each of our social media accounts so all our friends and family can attend and can be made aware of this charity. The objective is realistic as the charity themselves have not given us any objectives to meet. Even if only five people have been made aware of the charity, I think this is an achievement as that's five people we have made aware through our event. We have set a goal of making fifty people aware, if we can sell all tickets to our event, which has a maximum capacity of 250-300 people, I think we can easily achieve our goal of making fifty people aware of the charity. The objective is relevant as it's directly to do with our charity and our project. The objective is also time bound as we will be finding out on the 5th of December how many people we have made aware of the charity.

The third objective is to raise money for the charity. This objective is specific as all money raised through the event will directly go the Veterans Club. The objective is measurable as we are aiming to raise £250 for the charity, we can check how well we have done the day after the event, once we have counted all the money we have raised. This objective is achievable as we are only aiming to

raise £250 for the charity. If we sell all the entry tickets for the event, with them alone we can raise £750. There will also be a raffle held on the night of the event, if we manage to sell all the raffle tickets that will be an extra £250 raised. There will be charity boxes in the event so that will also be an extra source of income on the night. Furthermore, we have also been given T-shirts to sell on the day of the event, this can approximately give us an extra £100. I think we will easily meet the objective. The objective is relevant as we are raising money for the charity, which will help them pay towards their day to day expenses. The objective is time bound as we are aiming to raise as much money as we can before the 6th of December.

We have made a table with the resources that we may need to run our event.

The microphone and speakers will be provided by the venue, Summer went to the venue to see if we could do our event with them. They were more than happy and also offered help, which lead to them allowing us to use their equipment. Alfie created the entry tickets and leaflets for the event, meaning our only cost would be for printing. We will also be doing a raffle on the night of the event, this will help us raise extra money for the charity and also something for people to look forward to on the night. The Veterans Club have provided us with T-shirts to sell, this is another way to get people to donate to the charity. Every member of the group will be advertising the event on our social media accounts so we can meet all out objectives that we have set. We will also have artists performing at the venue, Summer and Sammie spoke to the artists and they were very happy to perform for free as it's for a good cause.

On the night of the event, we will all have job roles we will need to do so the event runs smoothly and can be a success. The event will start at 18:00 so all members of the group will have to be there before then to make sure everything is set up. One of the jobs will be selling the raffle tickets till 20:30. Another will be for someone to be at the table where the t-shirts will be sold. We need one or two people to be on the entry doors to sell and ensure everyone has tickets before entering. We will also have someone attending the charity boxes. One of the group members will be introducing the bands as they come on to perform, all group members will be socialising with everyone that's attended, Summer will be doing an introduction speech at 18:30 and will be doing the ending speech at 23:00, both Alfie and Summer will be announcing the winner of the raffle around 21:00.

Reference list

Lee Ann Jung. 2007. Writing SMART Objectives and Strategies That Fit the ROUTINE. [31 October 2019]. Available from:
<https://journals.sagepub.com/doi/abs/10.1177/004005990703900406?journalCode=tcxa>

Resource Plan

Facilities	Material/Equipment	People	Skills/Knowledge
Wig and Pen	Mic	Summer	Communication
Wig and Pen	Speakers	Summer	Communication
Library	Leaflet	Alfie	Marketing
Library	Entry Tickets	Alfie	Marketing
Shop	Raffle Tickets	Alfie	N/A
Veterans Club	Merchandise	Summer	Communication
Online	Advertising	Whole Group	Communication
Wig and Pen	Artists/Musicians	Summer/Sammie	Communication
Veterans Club	Charity Box	Whole group	Communication

Budget Plan

Expenses

Category	Estimated Projected Subtotal	Actual Cost	Reason
Location Rental	£300.00	£0.00	Given free by Carole from Wig and Pen
Band Equipment Rental	£50.00	£0.00	Given free by Carole from Wig and Pen
Staff	£400.00	£0.00	Cost covered by Carole from Wig and Pen
Ticket Printing	£40.00	£0.00	Cost covered by Carole from Wig and Pen
Venue Catering	£50.00	£0.00	Cost covered by Carole from Wig and Pen
Stock to sell	£0.00	£0.00	Given free by Carole from Wig and Pen
Raffle prizes	£0.00	£0.00	Given free by Carole from Wig and Pen
Raffle Tickets	£5.00	£0.00	Given free by Carole from Wig and Pen
Charity boxes (Three)	£13.19	£0.00	Samantha covered cost
Bands / Artists	£500.00	£0.00	Found volunteers to perform
Posters (Ink and Paper)	£50.00	£0.00	Samantha's partner covered cost
Petrol	£30.00	£0.00	Samantha covered cost

TOTAL	£1,438.19	£0.00
--------------	------------------	--------------

Revenue

Category	Estimated Intake (Based on a full venue of 250 people)	Actual Intake
Ticket Prices	£750.00	TBC
Charity boxes	£250.00	TBC
Raffle ticket prices	£250.00	TBC
Stock sold	£100.00	TBC
Just giving page	£100.00	TBC

TOTAL	£1,450.00	TBC
--------------	------------------	------------

Meeting Minutes of the Veterans Club

Thursday 17th October 2019. 14:30pm.

Present

Samantha Joanne Hopkins

Summer Jane Cavanagh

Leah Dunbar

Alfred Montague

The Veterans

Sandy (The Veterans Club) started the meeting by talking about what the club entails. They are all ex-army, navy and air force from different warzones. They help veterans with mental health issues such as PTSD as there is no help in the community. They started the charity in March 2018. They hold drop in sessions in various places. Five in Swansea, Two in Cardiff, One in Brecon, Neath, Glyneath, Port Talbot and Two in Brighton. They are all volunteers. They help people fill out DWP forms, compensation, act as independent witnesses and even represent at tribunals.

The drop ins are set up to get veterans out of the house and into the outside world as many are isolated within today's society and have mental health issues. They support one and other. They also work with NHS Wales, South Wales police, Powys police, HM prison services, sector organisations and local councils.

When starting up the charity, they decided not to apply for funding as it destroys credibility as they have witnessed a lot of bogus charities starting up and applying straight away for government funding, which results in a lot of the money being in put in their own back pockets. They are speaking to the Lord Mayor about this soon. Instead they have raised money by throwing events in certain places that have also made them popular within that community.

Summer (UWTSD) proceeded to talk about the plan to hold an event which would consist of a night of music in a local venue. Selling tickets to raise money for the charity. The venue of Copper Bar was suggested and Summer went on to talk about using upstairs only as it was more accessible for the veterans.

Sandy (The Veterans Club) informed that over 50 veterans would be attending with many in wheelchairs or physical disabilities. They have a close relationship with another local pub called 'The Wig and Pen', where they have held a few events and have created a bond with the manager, staff and surrounding community. A lift is at

the venue which was originally placed for the veterans. The venue is also very large with a dance floor, plenty of seating and a pool table.

The UWTSD students agreed that they would look into this and contact 'The Wig and Pen'. Summer (UWTSD) discussed bringing in security to the venue from acquaintances. Sandy (The Veterans Club) discussed this at length that the venue itself would provide security because of legal implications on having own security. The Veterans also mentioned that no security would be needed with fifty plus of veterans who are "not a rowdy bunch".

A photograph was took of the UWTSD students and The Veterans Club. Farewells were said.



I also made a questionnaire gathering information from others on their knowledge of Veterans. Here are the results:

[illegible]

A spreadsheet was made to determine a musicians/ artists timetable for the event itself. This will help hugely to organise a set timetable for the event.

Name	Time of Meet	Type of music	Members	Set up time	Clear away time	Availability time slots	Playing time	Actual time slot
Olabode Temitope	17/10/2019 18:00	Gospel Choir	10 -12			After 8pm	10 mins	
Melody Shaddick	17/10/2019 18:30	Acoustic solo	1			Any	30 mins	
Lewis	17/10/2019 18:00	Solo guitar	1			Any	30 mins	

Page number	Student who wrote the page
1	Samantha Hopkins
2	Samantha Hopkins
3	Alfred Montague
4	Alfred Montague
5	Alfred Montague
6	Alfred Montague
7	Summer Cavanagh
8	Summer Cavanagh
9	Summer Cavanagh
10	Leah Dunbar
11	Leah Dunbar
12	Leah Dunbar
13	Leah Dunbar
14	Mohammed Miah
15	Mohammed Miah
16	Mohammed Miah
17	Samantha Hopkins
18	Samantha Hopkins
19	Samantha Hopkins
20	Samantha Hopkins
21	Samantha Hopkins
22	Samantha Hopkins