

MINUTES

Whetstone Good Neighbours Scheme

7pm 27 November 2017

In Attendance

Barry Fisher (Chair), Rachel Hall, Monica-Jean Hoare, Jenny Hilton, Louise Hathaway

Guest Attendees:

Phil Aspden, Lorna Leitch

Apologies for Absence: Neale Bassford,

Approval of Minutes

The minutes from the last meeting 16 October 2017 have been read and were declared to be a true and accurate record, and signed off by the chair. These will now be uploaded to the website.

Pecuniary interests

The Meeting was reminded of their obligation to declare any pecuniary interests in the affairs of the scheme, and explained to the new volunteers – None was declared.

Action taken since the last meeting

Confirmed that the August minutes had been uploaded to the website.

The scheme has now acquired a lightweight wheelchair, which folds into a carry case at the cost of £78.99, which was within the agreed budget amount of £80-£100, financed by the Outstanding Achievement Awards prize money. This will be stored at Barry Fisher's house, and made available to all volunteers when needed.

Volunteers Update

Kris Riley has agreed to take up the vacant Volunteer Coordinators role, and will gradually be picking this up over the coming weeks. As a result she will be co-opted onto the Management Team joining Barry and Jenny as part of the call coordinator rota.

Louise Hathaway has agreed to join the scheme on the administration side and will take up the vacant Secretary Role, and will also be co-opted onto the Management Team.

New volunteers Phil Aspden and Lorna Leitch have now completed their DBS checks and will be available for scheduled weekend jobs, and occasional evening jobs. Barry will carry out induction training this weekend.

DBS checks/safeguarding

Rachel is happy to report that all current DBS checks have been completed with no issues. Also no Safeguarding issues have been reported or logged.

Website

No significant changes since the last meeting. Louise and Kris will be given training and access to help manage and maintain the website with up to date information.

Promotional activities and material

We have deposited some cards and leaflets within Whetstone village hairdressers 'Step in Style' on High Street.

The Blaby District Council winter edition of their Contact magazine, covers the Outstanding Achievement Awards and as a result the Whetstone Good Neighbours Scheme is mentioned a number of times. This is distributed to all households in Whetstone.

Finance Status

Jean reports that the current bank account status, puts the scheme in a healthy position at approx £1,600.

Poems and Puddings raised a net total of £437.10, which forms part of the amount stated above.

Shire Community Grant 2016/2017. Barry reports the Project and Financial reports were submitted on time, but currently has not been fully reviewed by LCC yet....awaiting confirmation. Currently the grant has been underspent by £25.20 and will have been given the opportunity to submit further invoices to cover this amount.

Special Thank you

The Poems and Puddings Evening was a great success, and enjoyed by all. We would like to congratulate Christine Carroll for doing an amazing job, for all the time and effort she has put into this, raising £437.10. This has put us well on target for fundraising plans for this year to finance the coming year.

Blaby Lottery/Blaby Council

Blaby District Council will be running a lottery scheme commencing 2018, where funds can be raised for the scheme as long as we maintain a minimum of 20 subscribers. WGNS then becomes an option for the subscriber to support with 50% of their stake amount donated to WGNS as the good cause they are supporting. The lottery will be run on a weekly basis and is completed on line or by phone. For those who do not have access through the internet, we shall run a syndicate whereby they can pay cash to us, and a syndicate manager process this on their behalf. Details of how this will work needs to be agreed clearly defined and we need to establish the best way of handling the money and winnings, including if a separate bank account is required. Jenny has offered to look take on a syndicate manager role and Lorna will be the WGNS lead for our involvement.

The exact details of this will need to be confirmed.

News Letters

Barry met with Beth Colbert from the Blaby District Council Community Grant team, and talked about some specific ideas and focused on the possibility of assistance to produce two newsletters for distribution next year, circa £500 in production costs for 2500 doubled sided A4 sheets for each newsletter. This was considered viable and we were encouraged to apply. Application has to be submitted by 22 February 2018.

The newsletters were agreed and that the time frame for these would be June/July and Nov/Dec. Phil has volunteered to do the production of these, with the help of other members input.

In addition, Beth receives funding for their community pot from Westleigh Homes and suggested she would review with them how this is used and if they might be interested in supporting a scheme like ours who are local to their Head Office

ASDA Fundraising

There are 2 options:-

In Store Fund Raising

For In-store fundraising we would need to book a date and then, once approved, we would be able to set up on that date to collect funds/promote the scheme, within the ASDA Rules of Collection. We would be able to setup our roller banners and a table within the foyer area and have up to 2 staff on point at any one time. Apparently, most organisations have a rota of volunteers who are on duty for an hour at a time.

Green Tokens

The green token scheme is a customer driven thing where ASDA customers put their token into a collector for the appropriate good cause. Only 12 causes can be supported in a year per branch. It is the ASDA staff who chose the schemes and priority of support.

It was decided that we would look at this towards the time and would go with the Green Tokens.

Equality and Diversity Policy

An Equality and Diversity Statement is needed if we are to apply for grants from BDC. This will be added to our website, and policy documents. The following policy was agreed:

“Membership of the scheme as a volunteer or service user shall be open to all persons meeting the constitutional requirements irrespective of ethnicity, nationality, sexual orientation, religion or beliefs, sex, or disability providing they are aged 18 and over”.

Any Other Business

Jenny has asked for assistance for walking a dog, twice daily as a resident of Whetstone has had an accident and cannot manage at the moment.

Phil and Lorna have kindly agreed to assist with this.

Venue for future meetings for 2018 has been agreed to stay where we are for the meetings in January and March 2018 at the Whetstone Parish Council.

Blaby District Council – Good Neighbours Scheme Celebration will be held on Tues 5th Dec 2017 in the Council Chamber at BDC Narborough offices between 4-6pm.

Meeting Closed

Next Meeting/2018 Meeting Dates

Monday 22nd January 2018 at Whetstone Parish Council

Monday 19th March 2018

Monday 14th May 2018

Monday 9th July 2018

Monday 20th August 2018

Monday 17 September 2018 – Annual General Meeting

Monday 15th October 2018

Monday 26th November 2018