

MINUTES

Whetstone Good Neighbours Scheme

7pm 26 November 2018

In Attendance

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

Apologies for Absence: Jenny Hilton, Neale Bassford

Pecuniary interests

The Meeting was reminded of their obligation to declare any pecuniary interests in the affairs of the scheme – None were declared

Approval of Minutes

The minutes from the last meeting, 20 August 2018, 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.

GDPR and WGNS

As a result of the last CNBD meeting it became clear that more work was required to comply with the latest rules on Data Protection. A number of documents were submitted to the meeting for review and feedback before a vote on adopting on the schemes approach, this has now been discussed and agreed. Thanks to Barry who has done a great job in producing the draft for approval at the meeting.

Christmas Party Update

Christmas Party is on track, numbers have been confirmed, and transport for the service users has been arranged, looking forward to a lovely afternoon 1950's Tea on the 2nd Dec 2018.

Services Update

- a) The Services Dashboard was issued in the week prior to the meeting allowing the team to be aware of key data and reviewed in the meeting. Number of jobs has been more than normal over the past month, but still running within our limits.

 - b) Rachel has stated that there is nothing to report regarding DBS checks & Safeguarding
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Financial update

Financial Dashboards were issued in the week prior to the meeting and a latest review given by Jean, who has confirmed a healthy balance, which assures the smooth running of the scheme.

Marketing and Promotional update

- a) **Autumn Newsletter Update:** Louise completed the latest newsletter which has been printed, and is now with the Scouts for distribution along with Duckpaddle News. A donation will be made to the Scouts.
- b) **Welcome Pack Update:** No progress since last meeting, this is due to new forms being produced for completion by all volunteers and all existing service users, these are being updated with additional information to be able to provide a better service for the scheme. The production of this will be discussed at the next meeting.

Any Other Business

- a. Loneliness Seminar 30th November – Louise and Chris will be representing the Scheme at this event and will report back at next meeting
- b. CNBD Meeting 24 October BDC – Barry and Louise attended the meeting and covered sessions on the following topics: GDPR, Licensing – guidance on holding events and fundraising, and Support for vulnerable residents in the district
- c. Barry met with chair of Blaby Group to discuss areas where we might be able to work together. Items discussed included promotional events where we could share a stand, production of a Sign Posting Guide.
- d. Stoke Golding has decided not to go ahead with forming a GNS at this stage. They have decided to start with a morning tea/coffee club

No other business being raised the meeting was closed

Next Meeting

The next management meeting will take place in the Edward Wright Room at 7pm on Monday 21st January

Monday 18th March

Monday 13th May

The following dates still to be confirmed

Monday 15th July

Monday 19th August

Monday 16th September – AGM

Monday 14th October

Monday 25th November