

MINUTES

Whetstone Good Neighbours Scheme

7pm 02 Sept 2019

In Attendance

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

Apologies for absence – 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, 15 July 2019, 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.

Services Update

We currently have 46 registered users, and the number jobs booked in FY 2018/19 was 1089. We need to move forward with the recruitment of new volunteer's and a campaign is required. New volunteers will mean a better service and take some of the pressure on volunteers who do more than their fair share. Our thanks go out to our volunteers for their hard work and commitment. Based on the current need and expectations of changes in the year we need to be recruiting at least 1 volunteer each month, to help the scheme to keep running smoothly. Initial priority is to recruit four call coordinators who will work on a Rota basis, i.e, 1 week in 4.

Louise is looking into possible recruiting ideas, and the possible costs relating to this.

Service Users have now been notified that the telephone will be manned 2hrs per day from 9-11am Monday to Friday. Messages can be left at any time and will be dealt with during the next call window

Rachel and Neale will be standing down from the management team this year, they have been with us for the past 3 years and our thanks go out to them both.

Financial update

We have finalised the accounts for the year end and an independent financial review has been performed on them and signed off. Jean provided a financial update, showing that we were in a strong financial position at the financial year-end and in a position to finance our budget plans for the coming year.

AGM Preparation

30 September 2019 – AGM/Presentation of Accounts/Election of new principals and management team/departure of existing principals and management team at the end of the meeting.

A discussion took place on the high lights of the year to be incorporated into the annual report presented at the AGM. The draft of the accounts to be distributed at the meeting were also distributed for review.

The format of the meeting will be as for previous years:

Front table will have the Chair, Secretary and Treasurer. Balance of the room will be laid out theatre style.

All volunteers have received a notification of the event and requested to attend. Jill Stevenson (BDC) has been invited and will be attending for the first hour. Other guests will be invited including a number of service users. The notification of the event has been publicly promoted through the Spring/Summer Newsletter and via the WGNS web site.

The Chair has raised the issue of finding a replacement Chairman with BDC and they will review what help they may be able to offer in identifying someone.

Any Other Business

- a) Christmas Party for service users will be set for the 24th November so as to not clash with other local events.
- b) Volunteers yearly get together - a date of 8th October 2019 at The Lime Tree in Whetstone has been agreed. Louise to organize, and send invites.
- c) Barry will be presenting to the Re-tyred group on Tuesday 17th September at the Baptist Church Whetstone.

No other business being raised the meeting was closed

Next Meeting

The next meeting is the AGM and will take place in the Edward Wright Room at 7:00 for 7.15pm on Monday 30th September 2019 to finish at 8.45pm

Monday 14th October (1st Meeting of new management team)

Monday 25th November