

Whetstone Good Neighbour Scheme

Minutes from a meeting held on: 22nd July 2025

In attendance: Sally Batham (Chair), Veronica Rye (Minutes), Richard Caple (Treasurer), Steve Webb (Social media coordinator), Jenny Hilton (Volunteer coordinator), Helen Caple (Safeguarding), Norman Batham

Item	Minutes	Actions
Welcome	Sally welcomed all to the meeting.	N/A
Pecuniary Interests	The meeting was reminded of their obligation to declare any pecuniary interests in the affairs of the scheme.	N/A
Apologies for Absence	None	N/A
Minutes of last meeting	The minutes from the last meeting held on 12 th May have been read and declared to be a true and accurate record. The minutes will now be signed off by the Chair and uploaded to the website.	Minutes to be uploaded to the scheme website.
Matters Arising	Driving assessment to be updated by all volunteers. Limetree event went well. ASDA grant – application to be made in September. BDC grant – appropriate one available later in year. Everards Community grant – enquiry made awaiting response. Facebook – agreed criteria for posts shared with 2 nd administrator. Not always being followed and new members being approved without questions being answered. Steve monitoring as closely as possible. Meeting for voluntary community sector at BDC attended by Sally and Lyn and notes have been circulated.	

Services Update	May figures – 84 jobs in total 40 of which were meals All volunteers have been told that only jobs allocated by Jenny and recorded on a job sheet are covered by WGNS insurance. From September 2025 there will be a £1 charge for all trips within Whetstone.	Jenny to ensure all volunteers and service users are informed.
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Events	Christmas event – date set 6/12/2025. Helen has enquired at Lions for availability. Veronica to check availability of Parish rooms in Whetstone and Cosby Village Hall. Chip shop run due to start 3rd October until 27th March. Suggestion made of “sausage roll and cake” drop on 7th November if enough volunteers available.	Helen to chase enquiry of hiring room at Lions in Blaby. Veronica to enquire at Whetstone Parish rooms and Cosby Village Hall. Norman to speak to chip shop owner about prices and agreement to continue the run. Jenny, Richard and Norman to ask service users who wants to be included once price is known and to ask availability of volunteers for carry out job. Richard to send message to all volunteers for definite availability to help before event confirmed.
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DBS & Safeguarding Update	DBS received for 2 new volunteers.	None
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Financial Update	A report from the treasurer was received. Scheme bank balance remains healthy. 31st July 2025 is the end of the financial year, and the annual accounts will be approved at the next meeting.	Richard to present annual accounts at the next meeting.
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Social Media and Publicity	Website – currently when “contact us” forms are completed there is no one receiving them. Need to change system. Photos from the event at The Limetree to be shared on	Richard to investigate current destination of “contact us” forms on website and change to Sally’s email address. Richard to check all happy for photos to be placed on
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	Facebook and on the website if all involved give permission.	Facebook and website. Sally to add tick box to volunteer and service user registration form to indicate if photos can be used for publicity.
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Any Other Business	Next meetings – <u>Monday 1st September 6pm</u> to include planning for Christmas event <u>Tuesday 4th November 5.30pm</u> at Helen and Richard's	Veronica to check availability of Parish rooms in Whetstone Outstanding actions: Explore entertainment options for Christmas events Review constitution
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Date of next meeting: 01/09/2025 @ 6.00pm Whetstone Parish Rooms

Meeting closed at 6.48pm