

Whissendine Good Neighbour Scheme

Chairman Gwen Griffiths Secretary Janet Jaconelli: Treasurer Nathan Morley

Minutes of the Meeting of the Steering group Monday April 12th 2010 at 10am

Present:

Jeff Eaves, Gwen Griffiths (in the Chair), Janet Jaconelli, Rosemary King, Kate Sharpe (Rural Community Council).

1. Apologies for Absence Nathan Morley, Sally Moyce, Peter Towsey

2. Declaration of Pecuniary Interests.

There were none.

3. Minutes of the meeting held on March 22nd 2010

These were agreed to be a true record of the meeting.

4. Matters arising.

Dealt with elsewhere.

5. Welcome to Sue Renton of Community Spirit

The group welcomed Sue Renton who is the Manager of The Community Spirit Project, part of the Rural Community Council, and thanked her for her contribution to the funding of the WGNS. Sue recommended that the group had a policy regarding CRB checks and offered a draft policy. She indicated that if the group wanted someone 'outside the village' to make decisions regarding the use of a volunteer whose CRB check was not fully clear, she would be prepared to take on the role. Whilst the group were broadly agreed that we should have, and publish a policy, and that all participants of the scheme should undertake a CRB check they were unsure if they wanted to delegate decision-making in this way. It was agreed that the group would discuss the matter at the next meeting, when it was hoped that the steering group would be fully represented, and let Sue know the decision. Kate was asked to enquire of Rutland County Council if they, as our umbrella organisation, had a requirement in this regard.

Sue informed the group that there would be a Road Show in Whissendine Village Hall on Monday May 24th to showcase the achievements of village organisations. Local village and county organisations would attend, as would the new vicar of Whissendine Church. Gwen confirmed that he would be invited to the WGNS afternoon Tea on May 20th.

6. Finance

- a. Insurance. Kate had sent a proposal to ANSVAR and awaited their quote. Nathan had not yet heard back from Aon and Kate undertook to chase them for him.

7. Funding

- a. Grassroots funding. Kate had confirmed with her colleague Dave Sharpe that we were eligible to make an application since the work on the scheme had started with the Parish Plan some time before December 2008. Promotion of the scheme had been halted by the election campaigns (a legal requirement) but applications were still being accepted. Janet undertook to put together an application and circulate it to the group.
- b. Village achievement Award. The group noted its existence and resolved to make an application in 2011 when the scheme had been running for a while.

8. CRB/ISA checks

- a. Update: Rutland County Council now has 17 forms and has cleared 4. Jeff is continuing to chase up volunteers who have not yet submitted a form.
- b. Policy and process. For policy see above. Janet had prepared a visual representation of the process and shared this with the group. It would be amended when the policy decision was finalised.

9. Other business

- a. A flyer for the Afternoon Tea was circulated to the group. Janet would let Gwen have an updated list of volunteers so that a distribution list could be worked out before the next meeting.
- b. Gwen presented an outline flyer which would be given out to all participants in the scheme once it was launched. The group made suggestions for additional content and Janet undertook to put these into PDF format.
- c. As Nathan would be leaving the village we would need to appoint another Treasurer and arrange the transfer with the bank. A decision would also need to be made about the management of the website.

10. Date of next meeting

This would be held on Tuesday May 11th at 2pm.

Note to all volunteers – you are all welcome to attend any meeting of the Steering Group

C:\Users\Janet\Documents\Whissendine Good Neighbour Scheme\WGNS Minutes april 12th 2010.doc