



Chairman Gwen Griffiths
Secretary Janet Jaconelli
Treasurer Jeff Eaves

www.whissendinegns.org.uk

Holders of a Gold Award for Village
Achievement 2011

Minutes of the Meeting of the Management Group at 68 Sherards Close Whissendine, Monday October 14th 2013

1. **Present:** Gwen Griffiths, Jeff Eaves, Janet Jaconelli, Alison Keal, Marion Lawrie, Sally Moyce, Jenny Pearce, Sue Spencer, Jean Penny .
2. **Apologies for Absence**
None .
3. **Declaration of Pecuniary Interests**
Jeff as treasurer, declared an issue relating to theft at another charity of which he is also Treasurer .
4. **Minutes of the Management Group meeting of July23 2013 and AGM minutes of September 3rd 2013**
 - Management Group minutes agreed and signed
 - AGM minutes: section 6 had a misspelling of Sally Moyce's surname. The minutes were agreed and signed
5. **Matters arising from the minutes**
 - **Approval and publication of minutes:** AGM minutes now approved
Action: Sue to post on the website. No need to wait until next AGM
 - **Completing worksheets:** After a discussion it was agreed that the Management Group are reasonably satisfied that the majority of work is being recorded.
Action - Janet will send a note to all volunteers to emphasise the need to record all work including befriending and telephone calls
 - **The constitution / DBS:** Need to update constitution due to replacement of CRB with DBS
Action: Janet will modify relevant sections of constitution using term 'safeguarding checks'
 - **Revalidation of volunteers:** Discussion about revalidation, the cost and RCC revalidating its volunteers every 3 years. However it is not required by law and WGNS has a low turnover of volunteers
Action: Management Group agreed to review revalidation issue in one year unless there is outside pressure

Further discussion followed regarding volunteers who have not been active during the last two years

Action: Management Group members will contact relevant members to see if still interested

6. Finance and funding

Jeff presented a statement of the current position (attachment 1).

7. Stats/website

Sue presented the latest figures (attachment 2).

It had been recorded that three people had used the wheelchair but the group knew of more. It was again emphasised how important it was to correctly fill in the worksheets

8. Christmas party for volunteers and partners

Venues were considered and it was agreed on a weekday in December at the Fox and Hounds at Exton

Action: Janet will look for and circulate available dates

9. Phone rota

Marion	December 2nd
Marion	December 9th
Sally	December 16
Jenny	December 23
Gwen	January 1st

10. AOB

Gwen reported that a lady from Bottesford had met with her, Janet and Jeff to discuss setting up a Good Neighbours Scheme. Further discussion followed regarding the success or not of other villages who had asked from WGNS for advice on setting up such a scheme

11. Date of next meeting

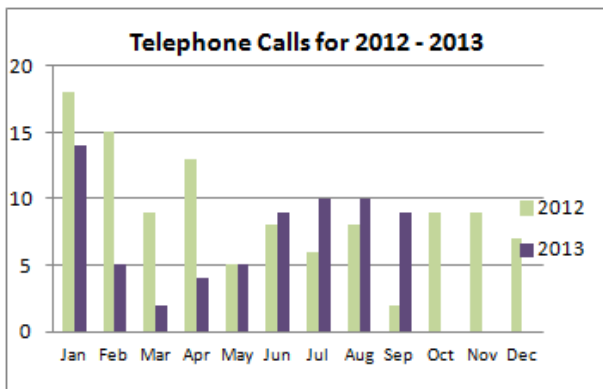
Monday 18th November 2013 at 2pm at 28 Hall Close

Minutes prepared by Jean Penny on behalf of Janet Jaconelli, Secretary

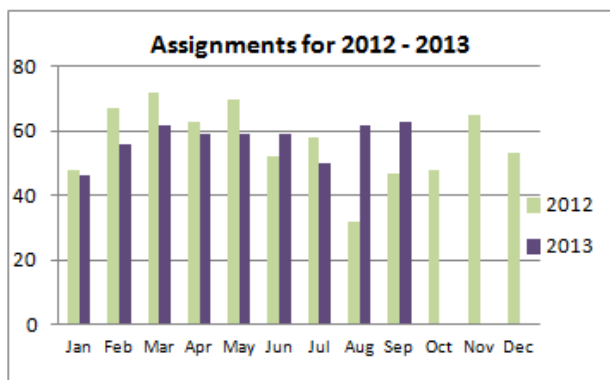
Attachment 1: Finance and funding report

Whissendine Good Neighbour Scheme		Summary of Accounts (Extract)		
FOR MANAGEMENT GROUP MEETING		1th October, 2013		
Date	Credits	Debits	Balance	Bank Statement
1 st July	BANK STATEMENT			1232.52
23,7,13		Telephone top-up 50,00	1182.54	
29 th July	BANK STATEMENT			1182.52
23,8,13	Donations 40,00		1222.54	
23,8,13	BANK STATEMENT			1222.54
28,8,13	Garden Party Proceeds & Donations 117,50		1340.04	
29,8,13	Donation .5.00		1345.04	
3,9,13	Donation .5.00		1350.04	
1,10,13	Donation .4.00		1354.04	
14,10,13		Cash in hand £4.00, bank statement awaited		
<i>Jeffrey R. Eaves</i>				
14,10,13	Bank Statement dated 1 st October, 2013			1350.04
	Donation .0.50		1354.54	
	Website Renewal	20.16	1334.88	

Attachment 2: Stats/website



Telephone Calls to Mobile Phone		
	August	September
Transport	5	8
Shopping		
Information		
Befriending		
Miscellaneous		1
Wheelchair	5	
Total	10	9



Assignments		
	August	September
Transport	34	24
Befriending	3	8
Shopping		
Gardening	4	6
Wheelchair	3	
Miscellaneous		1
Transport Arrangments	14	18
WGNS Co-ordination	4	5
Totals	62	62