



Chairman Alison Keal
Secretary Gwen Griffiths
Treasurer Jeff Eaves
Minutes Secretary Jean Penny
www.whissendinegns.org.uk

Holders of a Gold Award for Village
Achievement 2011

Minutes of the Meeting of the Management Group on Tuesday 13th June 2017.

Present: Alison Keal, Jeff Eaves, Gwen Griffiths, Maureen Hodge, Marion Lawrie, Sally Moyce, Sue Spencer Jenny Pearce and Jean Penny

1 **Apologies for Absence:** none

2 **Minutes of previous meetings:**

- Management Group meeting minutes held on Tuesday 11th April 2017 were accepted.
Action: Sue to put on website.

3 **Matters arising from the minutes:**

- None that are not on the agenda.

4 **External relations:**

- Alison has received a letter from Age UK thanking WGNS for the transport we provide.
- Rural Community Council (Lucy Smith) has invited us to a networking meeting on 5th July 5.30- 8pm, Loughborough Rd Leicester. The topic is setting up and maintaining a Good Neighbours Scheme. Alison and Jeff will go to share WGNS experiences.

Action: Sue will update most recent presentation.

5 **Finance:**

- Jeff explained our accounts and reported that our bank balance is £1222.19.
- Thanks were given to the anonymous client and WGNS drivers who have donated to WGNS funds.

Discussion: We are insured by AON. This covers up to 40 volunteers for public liability – we currently have 38 volunteers and up to 30 drivers for the protection of their no claims bonus if an incident occurs and they need to claim on their own insurance policy – we currently have 28 drivers. However if a driver is over 75 years old the pay-out is low if there is an incident.

Action: Alison will write to all volunteers reminding them of our insurance and the implications of being aged 75 or over.

6 **Statistics / website:** Sue presented the statistics.

14 June 2017

- Telephone activity and assignments are down compared to last year.
- The regular rotas are not covered in the telephone calls but are counted in assignments.
- The wheelchair has not been used.

7 Update on current clients and volunteers:

Discussion:

- Client's needs, the protection of the health and safety of WGNS volunteers and alternative arrangements.
- The possibility of locating the wheelchair in the village hall.
- Positive outcomes of WGNS advice and support for clients.
- The need for more volunteers especially those willing and available to drive to LRI.
- It was agreed to invite any villagers interested in becoming a volunteer to the tea party to meet us.

Action: Jean to arrange for advert of tea party to be in the August edition of the Whissendine Grapevine.

8 DBS renewal: noting to report

9 Use of WGNS funds:

Marion reported that St Johns Ambulance would come to location in Whissendine to run a course 'Essential First Aid for all ages' at a cost of £25/pp + VAT for groups of 8-14 participants.

Discussion:

- It was suggested that participants pay half and WGNS pay half.
- Younger people should be encouraged to attend.
- We should engage with the Parish Council to possibly share the costs.

Action: Marion will investigate other First Aid course providers e.g. VAR, Age UK, Red Cross.

10 Tea Party

It is necessary to change the previously agreed date for the tea party. The new date is to be Wednesday 13th September 3pm.

Action:

- Jean will arrange for a notice to go into the August edition of the Grapevine and produce a flyer to circulate including distribution at Age UK and Happy circle

11 Phone rota:

Co-ordinators should include the two additional regular rotas on the assignment sheets.

12 Any other business.

It was confirmed that clients are responsible for paying any car parking charges. Phone co-ordinators should make this clear when arranging the journey.

Action: Alison will produce a flyer for the tea party reminding clients

13 Date of next meeting: AGM 2.30pm 5th September followed by a meeting to arrange the tea party [to be re-arranged].