



Chairman Gwen Griffiths  
Secretary Janet Jaconelli  
Treasurer Jeff Eaves

[www.whissendinegns.org.uk](http://www.whissendinegns.org.uk)

Holders of a Gold Award for Village  
Achievement 2011

### **Minutes of the Meeting of the Management Group at 28 Mill Grove, Whissendine, January 7<sup>th</sup> 2013**

**Present:** Gwen Griffiths, Janet Jaconelli, Sue Spencer, Jeff Eaves, Marion Lawrie, Alison Keal, Jenny Pearce. Peter Towsey. Gwen welcomed Jenny Pearce who has joined the management group.

#### **1. Apologies for Absence**

Sally Moyce

#### **2. Declaration of Pecuniary Interests**

There were none.

#### **3. Minutes of the meeting held on November 19<sup>th</sup> 2012**

Item 7 should have read 'a new volunteer was being CRB checked and another had expressed an interest' subject to this amendment the minutes were agreed to be a true record.

#### **4. Matters arising from the minutes**

- a) The proposed wheelchair. There had been no result from a freecycler who had offered to gift a wheelchair but the group felt that it would be best to buy a new one anyway. It was agreed in principle to buy a wheelchair but some issues had to be addressed namely where to site it and how to operate a loan system. It was agreed that a loan logbook and padlock key would be kept by the rota phone coordinator. Gwen agreed to speak to a church warden about keeping it in the church which is the most accessible location. The group was reminded that volunteers were to be very careful about the manual handling aspects of using wheelchairs.
- b) Defibrillator the parish council is progressing this though WGNS would consider making a donation towards it.
- c) New volunteers. Terry Ashelford had been introduced to those who attended the Christmas meal.
- d) New clients. Gwen reported that the group had been contacted by three new clients.
- e) The transport map. The outer zone had been removed, leaving just A and B zones. Journeys beyond these zones would be charged at 45p per mile.
- f) It was suggested that as the majority of our drives were to medical appointments at Oakham surgery and hospital, or to Melton Hospital, and as petrol prices seem to have stabilised it would be a nice gesture to our clients if these charges were reduced. After much discussion it was agreed by a majority vote to reduce the charge for transport to Oakham to £5 and to Melton to £6.
- g) Gwen would arrange a meeting with all driver volunteers to update the details held about MOT/insurance/ road tax etc and to reiterate manual handling guidelines.

**5. Finance and funding**

Peter updated the group with the latest figures. The balance at the end of November was £1742.34. Janet would update the spreadsheet for the website. Volunteers had made extended journeys to the village hall during the floods but had not made a charge for mileage; however some clients had made a donation in recognition of the extra driving involved. As Peter has now left the village Jeff Eaves was elected unanimously to the role of Treasurer. Peter and Jeff will arrange the transition with the bank. The group presented Peter with a bottle of champagne as thanks for his work as Treasurer and his and Jean's hospitality on several occasions when the full group of volunteers and clients met.

**6. Stats/Website**

Sue reported that there were 7 calls to the mobile phone in November (Not all work records for December were in) There were 54 assignments during the month, mainly transport but also work associated with the Craft Fair.

**7. AOB**

- a) Phone rota. Marion would take the phone for 2 weeks commencing January 14th then Alison would do the next 2 weeks.
- b) CRB checks. Rutland county council had new contacts for the checks, Sue Bingham or Carol Snell email address HR@Rutland.gov.uk. CRB regulations may change this year but no definitive information had yet been received.

**8. Date of next meeting**

Monday February 4<sup>th</sup> 2013 at 3.30pm at 28 Hall Close.