



Chairman Gwen Griffiths
 Secretary Janet Jaconelli
 Treasurer Jeff Eaves

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Holders of a Gold Award for Village Achievement 2011

Minutes of the Meeting of the Management Group at The Red House, Whissendine, Monday 17 February 2014 at 2pm

Present: Gwen Griffiths, Janet Jaconelli, Jeff Eaves, Alison Keal, Jenny Pearce, Sue Spencer, Sally Moyce, Jean Penny

Apologies for Absence: Marion Lawrie

1. Declaration of Pecuniary Interests

- None

2. Minutes of the Management Group meeting of January 13 2014

- Agreed and signed

3. Matters arising from the minutes

- Update on volunteer information: Janet reported that all except 4 had replied - these will be chased. Volunteers have changed categories of help offered and 2 volunteers had resigned for valid reasons. There are now 26 volunteers with 3 others currently going through DBS process.
- Sally had information for the Market Overton surgery to be added to the phone file.

4. Finance and funding

- Jeff presented a statement of the current position. WGNS has a balance of £1,289.85.

5. Stats/website

- Sue presented the latest figures showing similar numbers of assignments for January 2014 compared to January 2013.

6. Phone rota

February 17	Gwen Griffiths	March 31	Sally Moyce
February 24	Janet Jaconelli	April 7	Sally Moyce
March 3	Marion Lawrie	April 14	Gwen Griffiths
March 10	Marion Lawrie	April 21	Janet Jaconelli
March 17	Maureen Hodge	April 28	Alison Keal
March 24	Maureen Hodge	May 5	Alison Keal

7. RCC Good Neighbour Scheme Conference 11th March

Gwen, Janet and Jean are to present at the event in workshops for 'sharing good practice'. As preparation, the management group had been asked about achievements, things that could be improved and messages for others starting out. Four had replied. Discussion: How to increase uptake of befriending as people rarely ask? Volunteers should look for opportunities and pick up on signals.

8. WGNS publicity (VAR)

Gwen reported that VAR had asked for an advert for drivers to be included in the Grapevine. VAR is useful for Whissendine residents needing transport for longer distances and for the use of the adaptive vehicle (for wheelchairs) but it was felt WGNS should also be publicised. Jenny has designed a plain and simple advert for WGNs emphasising that it is a local service for local people.

Discussion: Ways to publicise WGNS including a leaflet or postcard drop around village.

9. Update of Volunteers Induction Pack

Sue and Gwen reported that the updated pack is nearly finished. It will go on the website labelled 'Revised Induction Pack 2014' and an electronic copy will be sent to all management group members.

10. Launch of Desford's GNS (Jan 25 2014)

Gwen reported on the launch event of Desford GNS to which she had been invited.

11. Any other business

- Jeff reported that 3 new volunteers are currently in the new DBS system. He also said that from the AGM in September, he wanted to step down from his DBS responsibilities but will continue as WGNs treasurer. The responsibilities of the DBS liaison officer include: seeing new volunteers, filling in DBS forms, signing to say confirmation documents have been seen, sending application to RCC and watching DBS website for new information. Discussion: regarding a replacement.
- Following a question from Sally, it was agreed that if the wheelchair was collected by a responsible person from within the village, it could be used by another person
- outside the village for up to a week.
- Following a question from Jenny, it was agreed that WGNs would not lead on any
- WW1 events but would be available to transport residents e.g. to the school if they were having an event. Gwen would ask if any other organisation in the village is planning WW1 activities.

12. Date of next meeting

- Next meeting: Monday 28th April 2014 at 2pm at 68 Sherrard Close.

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