

WILTON & DISTRICT LINK SCHEME

Minutes of the Management Committee meeting on the 16 January 2008

Those present

Peter Batt – Chairman
Rene Towler – Vice Chairman
Peter Wilkinson – Secretary and Treasurer
Angela Marsh – Deputy Co-ordinator
Elizabeth Andrews
Sue Jiggins

Item 1 Apologies

These were received from Jennie Jones.

Item 2 Minutes of meeting held on 3 October 2007

These were accepted as read.

Item 3 Co-ordinator's report

The Deputy Co-ordinator mentioned that the answer phone may be unmanned for several hours at a time. This topic will be outlined in the next Newsletter (to be printed soon). It was suggested that the message on the answer phone could be amended slightly.

Item 4 Chairman's report

The question of driver's guidelines was discussed (this topic originated from Devizes). The Chairman will re-word the original and it will then become part of the application pack and issued to existing drivers.
The Chairman drew attention to some of the issues raised in the Chairperson's meeting on 14 November 2007, including refund of hospital transport costs by certain eligible patients, the issue of lanyards to drivers who choose these as their ID (the Chairman will order 12), and the future of the Link Scheme Project and its funding.

Item 5 Treasurer's report

The Treasurer handed round copies of the updated income and expenditure account together with the projected accounts for 2007. This showed a deficit of £1283 and the Treasurer gave reasons for this. The loss per task had increased since the last calculation. The main fund however remains healthy.

Item 6 Motor insurance and checking volunteers' vehicle credentials

A lengthy discussion was held on this topic and it was agreed that the wording on the new driver application form and on the claim reimbursement form would be amended, particularly in relation to the examination of a driver's documentation from time to time.
It was unanimously agreed by the Committee to recommend an increase in the mileage allowance to 40p per mile. This would be raised at the AGM.

Item 7 Status of new volunteers

The Chairman's list shows the current position. Angela outlined the merits of each volunteer. Not all CRB authentication has been received by the Chairman.

Item 8 Wilton Market

This was held on a couple of Thursdays (market day) and it was felt that the profile of the Scheme had been raised. Much public interest was shown.

Item 9 Care

It is recognised that the social isolation of older people is a major problem. The Committee felt that it would like to be more proactive in this area. Drivers would be encouraged to talk about the topic to their passenger and the Co-ordinators would communicate with the drivers. The question of requesting a donation from a care client was discussed.

Item 10 AGM agenda

The agenda was handed round. The Link Project office had been invited and the appropriate room at the Community Centre had been booked.

Item 11 First Aid course

The secretary will make enquiries about the cost of a basic First Aid course from either St Johns or the Red Cross.

Item 12 CRB issues

The procedure is working well. 3 applications are outstanding.

Item 13 Attendance at Wilton Mayor's Ball

This will be held towards the end of April. The Chairman has asked for the date.

Item 14 Coffee morning

This was held at Langford and was quiet and poorly attended but raised £127. Other events are planned for Wilton (first) and another one at Langford later.

Item 15 Volunteers get-together

This was very successful. Some of the new drivers were there. The next one, possibly more economical, could be held at Langford, perhaps at the end of May.

Item 16 Statistics

The completed tasks in October, November and December were 94,108 and 71 respectively. The total for the year was 947 (873 in 2006). There were 94 care tasks in 2007 – almost none in 2006.

Item 17 Dates for future seminars

The dates for the 2008 Co-ordinators and Management seminars were given to Angela.

Item 18 AOB

The follow up to a complaint from a client was successful and the client is now quite happy. It was agreed that the Chairman would issue the next Newsletter very soon.

Item 19 Date of next meeting

This was agreed on 23 April 2008.