

WILTON & DISTRICT LINK SCHEME

Minutes of the Management Committee meeting on the 24 September 2008

Those present

Peter Batt – Chairman
Peter Wilkinson – Secretary and Treasurer
Sue Jiggins
David Barnes

Item 1 Apologies

These were received from Rene Towler, Jennie Jones, Angela Marsh and Elizabeth Andrews.

Item 2 Minutes of meeting on 25 June 2008

These were accepted as read.

Item 3 Actions arising from meetings not covered elsewhere

The question of a permanent minute secretary needed to be pursued.

Item 4 Chairman's report

No comment was made except that the latest Newsletter had been prepared and despatched to volunteers and clients.

Item 5 Treasurer's report

The Treasurer handed round copies of the updated income & expenditure account. The income was enhanced by the Mayor's Appeal of £2100 but otherwise there was nothing unusual about the detail. The fund balance remains satisfactory. There was some concern about the deficit between driver's reimbursements and client's donations.

Item 6 Asset register

The Chairman explained the purpose of this document which outlines the physical possessions of the Scheme. The Chairman proposes adding the details to the website.

Item 7 Mileage rate

The Chairman handed round a letter from the Link Project in Devizes outlining the latest news about this topic. The letter included a number of reasons why it is not advisable to raise the rate above 40p per mile.

Item 8 Update on co-ordinators

Neither of the regular co-ordinators was present but the Secretary gave the disappointing news that Beverley Walmsley would not be joining us as a new co-ordinator, at least not in the short term. The rota system is working well with the inevitable teething troubles. It was suggested that meetings be arranged, hosted and chaired by Jennie, to discuss current matters.

Item 9 Web site

The site now has a new domain name – www.wiltonlink.org.uk. The committee discussed the possibility of a setting up cost and expenses from Richard Parsons. The meeting agreed that £100 should be offered for the first year including the registration of the domain name with subsequent years' fees to be negotiated.

Item 10 Letters to clients after first use of the Scheme

The outstanding task from the last meeting had been actioned.

Item 11 Status of new volunteers

None had applied. We have adequate members at present but we must not become complacent about the situation.

Item 12 Wilton Market

This had been a distinct success especially from a public relations viewpoint. It was proposed to hold another on 23 October.

Item 13 Care

We still have only one regular volunteer who provides care (she is not a driver). Some discussion was held on this subject and it was considered that an article could be placed in the local papers explaining that we welcomed extra volunteers. The Chairman would write to Gillian Paton, who had registered with us originally, to ascertain her current position.

Item 14 Client's with portable oxygen equipment

The advice from Devizes on this subject has been revised and clients can now be transported with oxygen cylinders providing the co-ordinator is satisfied that all the general criteria has been met. A "Transport Emergency Card (Road) " should be carried in the volunteer's car. Jennie will retain this when not in use.

Item 15 First Aid course

The Secretary mentioned details of an appropriate course from British Red Cross at a cost of £22 per applicant. The subject was discussed in some depth and the Secretary would contact 3 likely volunteers and judge the response.

Item 16 CRB issues

The necessary clearance had not yet been received from Beverley Walmsley.

Item 17 Coffee mornings and volunteers get-together.

These events are always important and it was proposed to hold a coffee morning at Langford on 8th or 15th November (8th subsequently decided). A similar occasion could be considered in Wilton next January.

A get-together would be held at the White Horse Quidhampton on Wednesday 3 December at 7.30. Sue would prepare invitations.

Item 18 Statistics

The requested tasks in June, July and August were 88, 86 and 92 respectively. Of these there were 28 cancelled and we could not fulfil 7 tasks.

Item 19 AOB

None was raised.

Item 20 Date of next meeting

This was agreed at 14 January 2009.