

WILTON & DISTRICT LINK SCHEME

Minutes of the Management Committee meeting on the 22 April 2009

Those present

Peter Batt – Chairman
Peter Wilkinson – Secretary and Treasurer
Angela Marsh – Co-ordinator
Elizabeth Andrews
David Barnes

Item 1 Apologies

These were received from Jenny Jones, Rene Towler and Sue Jiggins.

Item 2 Minutes of meeting held on 14 January 2009.

These were accepted as read.

Item 3 Minutes of the AGM held on 11 March 2009.

These were agreed and accepted as read.

Item 4 Actions arising from meetings at items 2 and 3 not covered elsewhere

The Chairman had responded to the Link Offices' request (see Item 8). He has amended the introductory letter to volunteers (item 9 – minutes 14 Jan 2009).

The Chairman is writing to all volunteers affected by the CRB and the Independent Safeguarding Authority process. He has also written to the Scheme's auditor (item 5 –AGM).

A response to Robert Powell's suggestion relating to our care services is being actioned (item 8 – AGM). The Chairman has attended to the Charity Commission annual return.

Item 5 Chairman's report

The Chairman attended the Chairperson's meeting in March. CRB issues were discussed as were Primary Care Centres throughout the County. There is one in Salisbury.

It was suggested that there should be provision for clients and volunteers to deal direct with each other. In general the majority agreed that this was a good thing providing the Co-ordinator is kept informed. Mere & District Link Scheme reported that F W Clarke – motor traders – were prepared to consider discounted deals with Link volunteers. The Project Office at Devizes said goodbye to Jane Sartin – long serving Project Officer – and received a letter of thanks.

Item 6 Treasurer's report

The Treasurer handed round copies of the interim accounts to March and drew attention to the relatively small deficit between driver's reimbursements and client's donations.

Item 7 Co-ordinator's report

The Co-ordinator handed round the report of the situation to date and mentioned a number of issues.

Item 8 Co-ordinator's Information Pack

As mentioned previously (item 4) the Chairman had written to Devizes. A copy of the Pack was given to Angela and Peter.

Item 9 Update on Co-ordinators

Beverley cannot help this year. It was mentioned that we should ask for another co-ordinator and, indeed, more drivers.

At this stage of the meeting a discussion was held on the Market Stall with a particular view to attracting attention to the need for another co-ordinator.

Item 10 Post of Chairman, Treasurer and Secretary

Peter is standing down as Treasurer and David will replace him. We shall no longer pursue the need for a Minute Secretary. Rene Towler has stood down as Vice-Chairman and a lengthy discussion was held on the subject of replacing him with a view to eventually taking the post of Chairman. A number of alternatives were considered.

Item 11 Attendance at Good Neighbour Service Development Seminar

Angela and David will attend on the 29 April 2009.

Item 12 Web site

The Chairman would like to pursue the idea of a DVD outlining the process from a client's request to completion of the task.

Item 13 Status of new volunteers

2 new volunteers have started. Nothing has been heard from Mr & Mrs Lacey (introduction from Elizabeth Acworth).

Item 14 Care

The Chairman had addressed visitors at the Coffee Morning, on 28th March, outlining our proposals to expand the care system. A general discussion followed. Copies of the "flyer" (mentioned at the AGM) were being prepared.

Item 15 First Aid Course

There has been no change since the previous situation.

Item 16 CRB issues

Each approved application lasts for 3 years and then needs to be renewed. All volunteers will go through the process and they will be notified at the time. In September two individuals from each Link Scheme will process each application/renewal. Pro-tem it was suggested the Chairman and the Recruitment Officer would deal with this.

Item 17 Coffee Mornings and volunteers get-together

The general consensus was that we should reduce the number of get-togethers to 1 per year and this years meeting was proposed at Wednesday 22 July. On the subject of Wilton's Coffee Mornings, David suggested a laminated sleeve to fit over the "A" board held at the Day Centre. Langford had not yet decided the date for their next Morning.

Item 18 Statistics

The requested tasks for January to March inclusive were 281 with 11 cancelled and 1 unfulfilled.

Item 19 AOB

Outings were discussed. The forthcoming Newsletter will identify them. We could possibly ask other villages for support in arranging Coffee Mornings. It had come to the notice of the Project Office that some Link volunteers had been using an "illegal parking notice" designed to place on cars they consider inappropriately parked at SDH. This must not continue.

Item 20 Date of next meeting

This was arranged for 8 July 2009.