

## WILTON & DISTRICT LINK SCHEME

### Minutes of the Management Committee meeting on the 27 January 2010

#### Those present

Peter Batt – Chairman  
David Barnes – Treasurer  
Peter Wilkinson – Secretary  
Jennie Jones  
Elizabeth Andrews

#### Item 1 Apologies

These were received from Angela Marsh, Rene Towler and Sue Jiggins.

#### Item 2 Minutes of meeting held on 14 October 2009

These were accepted as read.

#### Item 3 Actions arising from meeting at item 2 not covered elsewhere

The Treasurer wrote to all drivers requesting claim forms to the end of December. Most, but not all, responded.

The arrangements regarding clients' and co-ordinators' telephone numbers, outlined in Item 6 of the previous minutes, was re-affirmed.

Drivers' availability for tasks may be raised in the forthcoming newsletter.

Aspects of Parish Councils and the Website were discussed.

#### Item 4 Chairman's report

The Chairpersons minutes of 10 November 2009 had been distributed.

In future new volunteers cannot be used until CRB disclosure has been processed.

From 1<sup>st</sup> February 2010 the car parking arrangements at SDH will be changed. All drivers will be notified.

A DVD(replacing the original Video) will soon be produced to get the volunteer aspect of Link into publicity.

The checking of Car insurance, Tax and Driver's licences was discussed.

The Chairman is keeping the Website up to date.

The list of Link seminars for 2010 was mentioned.

#### Item 5 Treasurer's report

The Treasurer handed round the draft accounts for 2010. Client's donations exceeded driver's reimbursements for the first time. Gift Aid income had increased considerably but the income from Parish Councils was down. Money had been spent on the preparation of the display boards, otherwise most items of expenditure was comparable with 2008.

#### Item 6 Co-ordinator's report

No discussion was held on this item.

#### Item 7 AGM – date, agenda and advertising

This item was discussed at some length. The date was set at 10 March 2010, and the draft agenda was agreed. Distribution sites were suggested.

#### Item 8 Statistics for 2009 including new requirements for non health tasks

The number of tasks requested for October – December was 305 with 20 cancelled and 3 unfulfilled. The total number of tasks requested in 2009 was 1252 with 1180 completed. From 2010 a further analysis of “non-health” tasks will have to be carried out.

#### Item 9 Annual return to Charity Commission

The Chairman will deal with this.

#### Item 10 Update on Co-ordinators

There has been no change.

#### Item 11 Post of Chairman

No-one has come forward for this. The Chairman is putting his name forward for election for a further year at the AGM.

#### Item 12 Wilton market and other venues

The Wilton Church Fete and Carnival were mentioned again. Other village venues will also be explored. The Secretary will co-ordinate dates and venues.

#### Item 13 Status of new volunteers

Nichola Plaisant has yet to complete the CRB application. Roger Williams has completed his which has been posted to Trowbridge. Yvonne Piper has applied to become a volunteer.

#### Item 14 Newsletter

Details of possible features were discussed. The Chairman will produce the Newsletter in the next few days.

#### Item 15 CRB issues

Certificates of clearance are gradually becoming due for renewal. The Chairman and Secretary will deal with this. See also Item 13.

#### Item 16 AOB

None was raised.

#### Item 17 Date of next meeting

This was set at 14 April 2010.