

**Minutes GOOD NEIGHBOUR SCHEME Open Meeting 15th October, 2014
First Meeting held at Norton Day Care, Norton Canon.**

Present: Derys Maddox, Sarah Crowley, Lynne Davies, Roger Marshall, Pat Darlington, Karen Nicholas, Richard Betterton, Ruth Lovelace, Amelia Quinlan

Apologies: Catherine Lovett, Rosie Davidson, Sophie Plunkett, Sarah Higginson

Background: The questionnaire sent out in relation to the Kinnersley and District Parish Plan identified 15 people who expressed an interest in a Good Neighbour Scheme. All had been contacted by telephone and invited via email to the meeting and advertisement in the Signal.

Aim of Meeting: To learn more about a local Good Neighbour Scheme: management, costs and to assess the level of interest to consider a Kinnersley and District Good Neighbour Scheme.

Speakers: Sarah Crowley and Amelia Quinlan.

Sarah Crowley, described the **Pembridge Good Neighbour scheme.**

- a. committee 5 co-ordinators who each hold mobile phone for one week and take details re; a referral which may be self or from outside. They also monitor and collect statistics and meet regularly.
- b. 12 volunteers who may be contacted by co-ordinator following request for help
- c. Volunteers need to be DBS checked and to have identity cards.
- d. Service available 9.30am - 5pm 5 days a week
- e. Volunteers may have expressed an interest in undertaking certain tasks, e.g. dog walking,
- f. Focus is on one off small jobs, not personal care.
- g. Referral may be passed on to other agencies if appropriate, e.g. community wheels
- h. The co-ordinators arrange a monthly coffee morning both for income and to help advertise and support. It is attended by about 30 people.
- a. In the last year they had 42 referrals.

2. Financial implications:

- a. Set up costs in the region of £700
- b. Grants would need to be sought from local and national organisations, charities and Parish Council (who cover the Insurance for volunteers in Pembridge)
- c. DBS now costs £11 per volunteer so that it likely to increase set up costs.
- d. Cost of regular publicity in Parish publications and leaflets
- e. Initial cost of mobile phone plus pay as you go rates.
- f. Volunteers should not be out of pocket. Costs vary but relatively little mileage costs in village.

3. Amelia Quinlan HVOSS Organisational Requirements in Setting Up a scheme:

- a. Need to design a simple constitution: to include objectives, What we want, Why we want it, membership, how it will be managed and monitored, registration forms and DBS for volunteers, Bank Account, cheque book and signatories. AGM, special meetings and rules for dissolution.
- b. A small organisation that is not a charity has no need to register with the Charities Commission
- c. Amelia's role is to help support volunteer groups and she can advise on constitution, seeking funding etc.

4. DISCUSSION:

Frank and free ranging.

- a. What differences might setting up in 4 rural parishes without village centre make?
 - i. Possible increase in volunteer mileage costs
 - ii. may need volunteers to be geographically based as opposed to interest based
 - iii. Lateral thinking and greater use of technology, e.g. need for shopping, take i pad or computer if necessary and shop on line rather than physically shop.
 - iv. Help with filling in forms.
 - v. Could those in need benefit from greater knowledge and use of agencies already in the field, e.g. community wheels, Age UK. visiting services without setting up another organisation.
- b. Those present were willing to consider being volunteers but not co-ordinators.
- c. Do we know the need?
 - i. Is there a need
 - ii. What are the needs for children? disabled? elderly?
 - iii. Are we sufficiently aware of the services already available.
 - iv. Could we help identify a need by getting social event, coffee etc piggy backed onto practice Flu Vaccine days

5. ACTIONS:

1. Discuss with practice via Dr. R. Penney GP recognition of need. Richard Betterton
2. Discuss with vicars their recognition of need. Roger Marshall
3. Discuss with pubs
4. Discuss with postman All
5. Discuss with Norton Canon Post Office Kate Watkins.
6. List agencies and Services already available in Parishes, Derys Maddox
7. Discuss at next Parish Plan Action Group.

Derys Maddox

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