**Woodhouse & Woodhouse Eaves Good Neighbour Scheme**

**3rd Annual General Meeting**

**held at Woodhouse Eaves King George V Room**

**on Thursday 3rd October at 7.30 pm**

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| **1** | **Welcome and apologies**  Rod Hudson welcomed 32 people to the AGM.  Apologies were received from Cllr David Snartt, Cllr Deborah Taylor, Mike Wilbur (RCC), Catriona Kelly, Liz Randall, Gillian and Richard Sykes |
| **2** | **Minutes of the 2nd AGM held on 3rd October 2018**  Claire Ayres asked the meeting for its agreement to sign off the minutes of the last AGM which had been read and checked by the steering group. (Please note that the 2018 AGM Minutes have been published on our website since October 2018 for all to see). The minutes were duly approved by those present and signed by Rod Hudson and Judith Harrison. |
| **3** | **Summary of the Year (attached**)  Claire Ayres, Secretary, read out the Summary of the Year which included the information that the GNS had carried out 530 jobs in the year October 2018 to September 2019 and that there are 39 active volunteers. |
| **4** | **Finance Report (attached)**  Judith Harrison guided everyone through her report.  She explained about the grants that we had received and emphasised that, as at 31st July 2019, the end of the financial year, £739 of ring-fenced income had not been spent - £239 for renewal of the DBS certificates and £500 for moving and handling training.  She also thanked the volunteer drivers for their contributions totalling £846.  An independent examiner, Barry Thompson, has signed off the accounts.  It was proposed by Mervyn Greenhalgh and seconded by Sian Mollart that the accounts be adopted. |
| **5** | **Befriending Report (attached)**  Cherrie Whatmuff read out her report, which included the number of visits made in each year, showing the rise in befriending:  Year 1 – 75 visits, Year 2 – 115 visits and Year 3 – 221 visits. |
| **6** | **Election of Officers**  Miranda Brookes suggested that, as all current members of the steering group are willing to continue, the re-election would be en bloc – Rod Hudson, Judith Harrison, Claire Ayres, Susan Young, Lynn Hopkins, Cherrie Whatmuff, Caroline Walsh, Margaret Spooner, Tricia Shakespeare, Jo Atkinson and Miranda Brookes. The re-election was proposed by Diana Barker and seconded by Margaret Gibb. Miranda added that if anyone was interested in joining the steering group, they would be very welcome.  She talked about the new Community Mobility Scheme which will be for the two wheelchairs owned by GNS and another chair which the Pharmacy owns. They are to be maintained for safety by us, cleaned and checked regularly by two volunteers and will be available on temporary loan. This scheme will officially start on 1st January 2020. |
| **7** | **Volunteers**  Jo Atkinson explained her role as Volunteer Co-ordinator. She said she has recently started being a befriender herself and can recommend it! The GNS is looking for new volunteers and she is pleased to chat to anyone interested. She thanked existing volunteers. She asked all volunteers if they would fill in the orange forms as then all details are up to date and there may be additional roles people may want to take on such as befriending and driving. All feedback is gratefully received.  She also informed the meeting that there is no personal accident cover for volunteers. |
| **8** | **Forthcoming Events**  Tricia Shakespeare talked about the Moving and Handling Course on 22nd October, afternoon and evening session. People were encouraged to sign up on the forms which were present.  She confirmed the launch of the Community Mobility Scheme on 1st January 2020.  Tricia mentioned the charities Enrich, Age UK and Alzheimer’s UK and that there was more information set out on the tables.  Judith Harrison said that the WWE GNS is shortlisted again for the RCC Awards and said that even if we do not win this time, she will keep putting us forward until we do win!  She also talked about the Big Lunch, which Ann Irving had originally suggested. It was started by the Eden Project and is celebrated on 1st weekend in June – this would not suit us as it is the date for Open Gardens. However, we could as a village choose a date – then it could be a Village Hall lunch in café style, street parties or even afternoon tea. The plan is that GNS would like to support this in 2020 and is open to suggestions about what would be the best format.  Ann Irving mentioned the big VE day celebrations and that the May Day Challenge has moved to the end of May. |
| **9** | **Question and Answer Session**  Tricia Shakespeare reported on the questionnaire she had sent to 22 drivers. She thanked the 13 who had replied. Most drivers agreed that the current charge of 50p per mile, with 45p for the driver, was about right. It is in line with HMRC guidelines. If an insurance company has a lower limit than 45p then Tricia suggested the volunteer accept that and treat the difference as a donation to the GNS.  Some volunteers had queried if the scheme was being correctly used. Tricia reminded people that it was fine to say No if you did not want to or could not do a job. Tricia mentioned that drivers should ring clients to remind them about arranged lifts.  Ann Irving mentioned that other places lend out wheelchairs such as John Storer House, Red Cross etc. She also asked about the cleaning of the wheelchairs as she remembered that was why the Cottage Surgery did not use their chair. Miranda Brookes said she was aware what was necessary.  Ann Irving mentioned that the nurses and doctors at the Cottage Surgery had been reminded of the GNS at a PPG meeting.  One driver had suggested that it might be helpful to have a Whats App group so that several drivers could be contacted quickly and easily through one message. Tricia said that she thought it might be useful if a request came through at short notice. An example given by Miranda is that some users of the scheme cannot give the usual 24 hours’ notice as they receive the time of their doctor’s appointment on the same day. Jo Atkinson made the point that the members of the Whats App group would have to agree for their numbers to be known to all members of the group. It was decided to discuss the suggestion further at a steering group meeting.  Christopher Walsh asked Judith Harrison about the ring-fencing in her accounts. She explained that they had two grants which had been received in 2018-19 but the costs would be incurred in 2019-20. She also explained that if we do not fully use the renewals grant, we would have to pay the unused part back.  Judith added that grant givers seem to like ‘training’, so if any volunteer can suggest appropriate training that would be helpful.  Ann Irving said that she wondered if there were more women using the GNS than men. It’s a fact that more women ask for help than men, and that there are more elderly women on their own. Ann mentioned there are several young fathers currently attending a support group in another village. Cherrie said she was looking into a ‘Men in Sheds ‘ activity. Wendy mentioned that the Men’s Fellowship closed in the village. Ann Irving said she hands our cards out to anyone she considers might be able to benefit from the GNS. |
| **10** | **Closing statement**  Rod Hudson thanked the steering group and the volunteers for their work.  He also thanked Caroline and Christopher Walsh, Lynn Hopkins and Wendy for the refreshments. |