

Sapcote Good Neighbours

Meeting minutes 12.10.16

Present: A.Owen, A.Falconer, A.Harbour, E.Rowley, M.Eales, P.Bradbury, S.Wells

Apologies: D.Hoult, E.Rogers, J.Ling, N.Jackson

Review of Launch Event – Low turn out but positive interest shown in scheme when promoted by P.Bradbury at recent Macmillan event.

Update from P.Bradbury, first on phone rota – No call as yet. Phone has been updated with volunteers contact details.

Volunteer induction process – Volunteer induction pack available in PDF format. Two new volunteers, Chris and Jackie, joining.

Action- A.Owen to email induction pack to new volunteers. DBS's to be requested and checked.

Volunteer matrix update – Potentially more volunteers offering driving support. S.Wells phone no. info corrected.

Banking- additional signatory – P.Bradbury, as Vice Chair, to be third signatory.

Networking event 14th Nov – 6pm Croft Primary School, ideally two volunteers to go.

Action- A.Falconer and P.Bradbury to attend.

Promotional material – Leaflets and magnets distributed by volunteers.

Action- A.Owen to contact Lorraine at Sapcote Newsletter regarding promotion of scheme in Newsletter.

Safeguarding – A.Harbour attended group on safeguarding adults and passed on information and advice to Sapcote Good Neighbours. Leaflets on recognizing abuse, good practice and useful contact numbers, handed out to volunteers. No children to be supported by scheme and no support to be carried out in volunteers' homes. Experience of other voluntary groups is that to come across abuse is unlikely but it is important to be aware. Highlighted importance of documenting anything surrounding suspected abuse.

Keeping of information – A.Owen said she would scan a copy of all documents used within scheme so information is always accessible for volunteers online and cannot be lost.

Upcoming events – M.Eales suggested promotion of scheme at Methodist Church Christmas Fayre 3rd Dec 10am-2pm.

Action- M.Eales to enquire about placing information at the event or a volunteer attending.

Possible support request – M.Eales has spoken to a H.Gilbert who may request support from scheme to attend an appointment. S.Wells potentially able to provide support as driver.

Action- M.Eales to speak to Mr Gilbert and direct him to call our helpline if he does wish to request support.

Future meeting dates – 23.11.16 7:30pm, 11.01.17 7:30pm