

Meeting Notes Barrow Upon Soar Good Neighbour Scheme 2nd Annual General Meeting 8th February 2022 7pm via Zoom	
Current Officers of the Scheme:	Joyce Whowell – Chair, Nick Thomas – Treasurer Laura Gibson – Safeguarding Officer, Annette Richardson – Secretary
Current Steering Group Members:	Ginnie Willcocks, Alison Bowley, Rose Ball, Shelley Cross
All Attendees:	Joyce Whowell, Nick Thomas, Laura Gibson, Annette Richardson, Ginnie Willcocks, Alison Bowley, Rose Ball, Alan Willcocks, Vanita Patel
Apologies:	Sue Preston, Andy Northcote-Smith, Terri Davies, Vera Williams, Miriam Forman Prue Padmore (Village Dementia Contact)
Item	Description
1	Welcome and Apologies (Chair)
<p>Our Chair, Joyce Whowell, introduced herself and welcomed everyone our second AGM for Barrow Good Neighbour Scheme. Joyce thanked all the volunteers for the positive contribution they have made to the village, especially under the ongoing challenging conditions of the past year. Joyce handed over the meeting to Annette. Apologies were noted as above.</p>	
2	Agree minutes of the last AGM
<p>The minutes from the previous meeting on 26th January 2021 were agreed by those that were presented.</p>	
3	Summary of the Year including latest task statistics (Secretary)
<p>The Chair handed over to our Secretary Annette Richardson who read out a prepared <u>Summary of the Year 2021</u> and <u>Task Summary Report</u> (both included with the notes).</p> <p>In Summary, whilst CV19 again reduced the number of social events we could run, those that were held were very successful. Annette thanked <u>Ginnie Willcocks</u> for organising the Afternoon Tea in October, and <u>Sharon Gudger</u> for running the afternoon Wreath Making event in December.</p> <p>Befriending remains the most popular service we offer with 80% of all our tasks during the year. The split between telephone befriending and home visits or walks has changed during the year from phones calls being the most sort after, to now, home visits and walks being the most requested. A massive thank you to all of our befriending volunteers for the support provided.</p> <p>We now have 33 volunteers offering a variety of services, with 6 new volunteers joining us in 2021. We also had 26 new members join us in 2021 and we now actively support 44 members on a regular basis.</p> <p>In 2021 we carried out 1568 tasks – an increase of almost 60% from our first year – our overall total is 2495. Thank you and Well done to all of our wonderful volunteers.</p>	
4	Financial Report (Treasurer)
<p>The Financial report was prepared and presented by our Treasurer Nick Thomas. Funding from Charnwood Borough Council of £500 was received to enable a direct payment to be made to Barrow Helping Hands Community Bench Project. We were very lucky again to benefit from a number of generous donations. Holy Trinity Church donated £100 and other donations totalling £140 were also received. We are also extremely grateful to our volunteer drivers for their donations from driving tasks. £1550 from the Coop Community Fund money is primarily for outings and activities. The balance of £745 remains for annual costs including DBS check for new volunteers.</p>	

Nick summed up by stating that the account remains healthy, and the accounts have been independently examined and signed off.

The accountant we used is due to retire this year but stated that due to the size of our account in future years, if our spending profile was to remain similar, the accounts would not require to be independently checked. Nick stated that bank statements are checked with Annette every 6–8-week basis throughout the year. Nick proposed that for the next AGM we self-report. This was agreed.

A second proposal to change the end of year reporting date from 31st December to 30th June was also discussed. This will allow the AGM to be held in the summer months and hopefully avoid the requirement to hold meetings via Zoom in future years. It will also allow the AGM to be held alongside a ‘Volunteers Thank you gathering’. This was also agreed.

Post Meeting update: The Constitution will need to be updated to reflect the proposals agreed above.

5	Re-election of Officers:				
All posts for Officers and Members of the Steering Group were up for re-election.					
Prior to the meeting Joyce notified the Steering Group of her decision to step down from the position of Chair prior to the next AGM. Joyce has very kindly agreed to continue as Chair until a replacement can be found (within 6 months), and will also continue as a volunteer and attend various meetings as required. Annette thanked Joyce for all of her hard work in the past 2 years as Chair, and also for all of her work to help set up the group. <u>The Steering Group will meet to find a replacement for the role of Chair.</u>					
All remaining post holders have agreed to re-stand. No other volunteers had come forward for election.					
5.1	Re-election of Officers - Post of Chair				
It was proposed that Joyce Whowell should be re-elected for the post of Chair.					
Proposed by:	Annette Richardson		Seconded by:	Nick Thomas	
For:	All	Against:	None	Abstain:	None
5.2	Re-election of Officers - Remaining Posts of Officers of the Scheme				
It was proposed that all existing Posts for Officers of the Scheme, Nick Thomas for Treasurer, Laura Gibson for Safeguarding Officer and Annette Richardson for Secretary should be re-elected en bloc.					
Proposed by:	Joyce Whowell		Seconded by:	Alison Bowley	
For:	All	Against:	None	Abstain:	None
5.3	Re-election of Officers - Remaining members of Steering Group				
Prior to the meeting Shelley Cross notified Annette that due to work commitments she would not be able to continue as Volunteer Co-ordinator or as a member of the Steering Group, although she will continue as a volunteer. Rose Ball also mentioned that she would like to stand down as a member of the Steering Group. Both were thanked for all of their contributions to the Steering Group over the previous 12 months.					
It was proposed that both remaining members of the Steering Group, Alison Bowley and Ginnie Willcocks, should be re-elected en bloc. <u>Any Volunteer is welcome to attend the Steering Group meetings at any time.</u>					
Proposed by:	Annette Richardson		Seconded by:	Nick Thomas	
For:	All	Against:	None	Abstain:	None
6	Volunteer Feedback:				

Alan Willcocks raised a question about how volunteers should respond if members ask for any financial advice due to the current financial situation and rising costs of living. It was agreed that when the befriending guidelines are reviewed and updated later in the year (by Laura and Annette) that it will include signposting links to appropriate organisations that are qualified to provide this level of advice. It will also include links for general signposting to Citizens Advice Bureau (CAB). Any volunteer that wishes to be part of the review of our Befriending guidelines is welcome to join us.

Rose asked about how we were planning to attract new volunteers. Annette replied that a couple of potential volunteers had asked for information and a request for new volunteers can be posted on social media. Annette will also look into putting an advert in the Loughborough Echo.

Annette mentioned that future events are due to be discussed and organised by the Promotions team as soon as a meeting can be arranged.

7	Questions & Answers:
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No questions were received prior to the meeting. No further questions were raised at the meeting.

8	Closing Statement:
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The Chair thanked everyone for their time and contribution in the scheme's 2nd AGM.

With the new financial end of year agreed for June, the **date of the next AGM** was proposed as sometime in **July or August 2022** once other commitments can be confirmed. **Location tbc**

Enclosures: (3)

Item 3 Reports – Summary of Year, Task Summary

Item 4 Reports – Financial Report

Barrow upon Soar Good Neighbour Scheme - Summary Of the Year 2021

January – Restrictions were still in place but to try to bring cheer to some of our members we were able to pass on ‘**Letters for our Locals**’ and **hand drawn rainbows from the children of Lime Tree Nursery**.

We held a volunteers **Walk and Meal in September** to say a massive ‘Thank you’ for all of the support provided during the previous 18 months supporting our village cope with the effects of Covid.

It was a wonderfully hot late summer afternoon as 14 of us walked around the river before a total of 20 volunteers sat down for a simple supper at the Soar Bridge Inn.

In October we were finally able to welcome our members to our first event of the year – an **Afternoon Tea at the Conservative Club**. 50 members and their friends enjoyed a wonderful time – some getting out for the first time in months. Thanks to Ginnie for organising this event.

A couple of our volunteers were able to add our tree to the impressive selection at the village **Christmas Tree Festival at Holy Trinity Church** in early December. This is a lovely festival for everyone and its great to be part of this tradition.

Our **Christmas Wreath making** event at the Soar Bridge on 13th December went ahead despite growing concerns about a new variant and once again we were all back in face masks and hand sanitiser to ensure as safe an event as possible. Thanks to Sharon for running this event during the day for our members to attend.

The year ending with a 10 of our members each receiving a fantastic **Christmas Hamper**. Staff from Humphrey Perkins School donated almost 16 hampers which were then supplemented by additional donations from the staff at Barrow Health Centre. We were able to pass on half of these hampers to Helping Hands but still gave 10 to our members that are either living on their own or were seen to have had a particular hard time over the past 12 months.

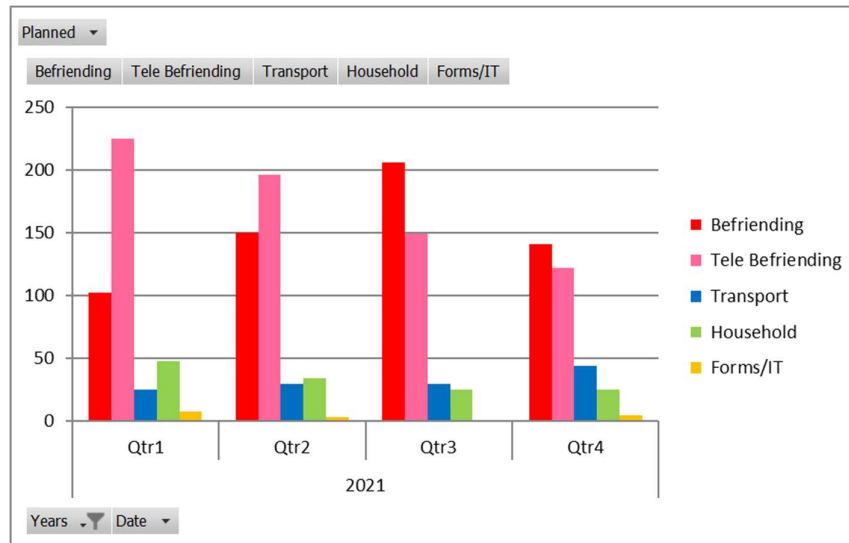
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During 2021 we have had 6 new volunteers register and start supporting our members. Unfortunately we have had to say goodbye to 2 that moved away.

We now have **33 volunteers** of which 27 were able to provide support during the last few months of the year.

We also had 26 new members join us, although we also lost a small number due to illness or moving away to be closer to family. In total we now **actively support 44 members**, 22 of which is on a regular/weekly basis, 7 on a more adhoc basis, such as gardening, and 15 we help with prescription as and when required.

Barrow upon Soar Good Neighbour Scheme - Task Summary 2021



Year/Month	Befriending	Tele Befriending	Transport	Household	Forms/IT
2021	599	692	129	132	16
Qtr1	102	225	25	48	8
Qtr2	150	196	30	34	3
Qtr3	206	149	30	25	
Qtr4	141	122	44	25	5

At the beginning of 2021 we were in Lockdown again and our **telephone befriending service** remained very popular. Our **home visits** also grew in demand with members requesting to go for walks to get and about when the weather allowed.

Throughout summer and autumn this trend for walking and home visits remained very popular and befriending together accounts for **80% of the tasks** we carried out.

We have **reduced some of the scope of transport tasks** we accept due to parking issues at hospital but demand for local journeys to the shops in Loughborough or the village remains fairly consistent.

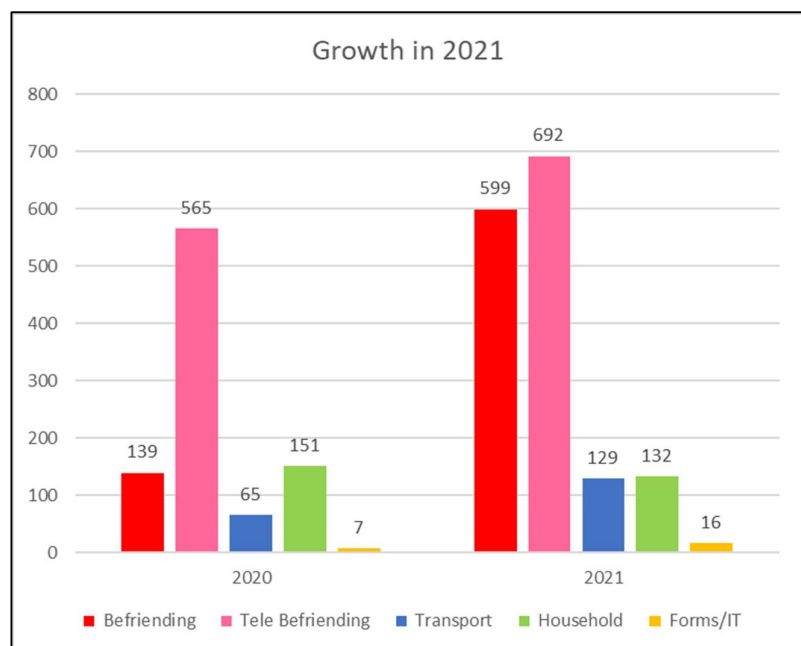
The **demand for prescription delivery reduced** when the restrictions were lifted but remains popular with some of our less mobile members.

The growth for befriending requests from our first year can be seen clearly seen.

We now support **44 members**, 22 of which have regular or weekly support.

We have **33 volunteers** with 27 that providing regular support during the last 3 months of the year.

During 2021 we carried out **1568** tasks, up from 927 in 2020. A total to date of 2495.



**Barrow upon Soar Good Neighbour Scheme
Income and Expenditure Account for the period
1 January to 31 December 2021**

	2021		2020	
Income	£	£	£	£
Grants				
SHIRE	0		1230	
Barrow upon Soar Parish Council	0		300	
Charnwood Borough Council	500			
 Community Fund				
Co-op	0		3192	
		500		4722
 Donations (Group)				
Trinity Church	100		175	
Barrow Residents Action Group	0		100	
Co-op Community donation	0		250	
		100		525
 Donations (Individual)				
Other	140		175	
Driving	466		217	
		606		
		1206		392
 Expenditure				
Insurance		131		248
Publicity		99		194
Website etc		81		418
Stationery		44		173
Mobile phone		231		139
DBS checks		72		408
PPE		0		45
Outings		824		248
Community volunteer vouchers		130		68
Training		0		65
Community Bench		500		0
Miscellaneous		39		20
Mileage		237		126
		2388		2152
 Funds carried forward		-1182		3487
Funds brought forward from previous year		3487		0
Total funds		2305		3487
 Represented by:				
Bank Account		2305		3487