

Volunteering Lancashire VCFS Consortium - Sub Group

Meeting of the Volunteering Lancashire Sub Group

DATE: 16th February 2006

VENUE: Preston CVS Offices, Princess Building, Preston

PRESENT: Janette; Kate; Gael; John; Tony; Riz (for Ali Melling) Dorothy; Cindy (Chair); Deborah; Adrian Blundell (GLW); Graham; John; Dusanka Rushton (MBF-NW); and Phil Barrat (VCFS Consortium).

REF	ACTION	BY WHEN	BY WHOM
VL.06.11	Apologies: Lynn and Ali		
VL.06.12	Notes of the last meeting: These were accepted as a true record of the meeting.		
VL.06.13	Matters Arising: It was noted that all the matters arising would be covered in the meeting.		
VL.06.14	Membership: Sally Rimmer, Zoe Fullerton and Adrian Blundell to be added to the contacts sheet.	NM	GW
VL.06.15	Questionnaire: Phil provided a set of tables from the questionnaire results plus some relevant comments from the local hub questionnaires to be added to the Action Plan. Phil would produce a table on geographic spread.	NM	PB
VL.06.16	Contract Reports: The group identified the exercises to be completed on 16 th March 2006. Graham will update the Contract Progress Chart with notes from the meeting and send a copy to Cindy for Martin's attention	ASAP	GW

VL.06.17	Budget: It was agreed to use some of the funding to purchase the development of a constituted body. Cindy will discuss this with John	ASAP	CR
VL.06.18	Funding Opportunities: Phil is helping to shape the VCFS Consortium budget for next year and he has pencilled in funding to support the continuation of the VL Hub for 06/07, so that it can meet and possibly put future bids together.		
VL.06.19	<p>Action Plan:</p> <ul style="list-style-type: none"> a. Page 4. Put the activity inside the bubbles as appropriate b. Page 7. Insert the tables from Phil and show where replies came from – Phil to add another table to illustrate this. Add the comments from the local hub questionnaires – Phil to email to GW. Cindy and Graham to write a draft summary statement about the results. c. Page 11. The figures about volunteers and opportunities etc. from Volunteer Centres to be added to plan. Phil to supply population statistics to be added to the plan. d. The rest of page 11 and 12 to be completed by with Martin at the next meeting 16th March. e. Page 13 – 16 group members agreed to work on pieces of the plan using the headings from page 5. <ul style="list-style-type: none"> i. Co-ordinated Delivery TH; JH; DS ii. Continuing Research TH; JH; DS iii. Information & Comms DB iv. Building Infrastructure JA; KL v. Orgs & Resource Dev DR; CR; GW f. Page 20-21 for these boxes add in what we know i.e. add references to any research papers that we know about. 		GW
VL.06.20	Constituted Body: John recommended that we go for Company Ltd by Guarantee with Charitable Purposes plus bring in 3 outside trustees and noted that the phrasing of the constitution is key with a clear set of aims etc. This was agreed by the group.		

VL.06.21	<p>Projects: Marketing & Publicity – Adrian presented logos and other ideas presented; Website – Please email/send photos to John of volunteers in action plus location shots; Info Packs – Kate is collecting information from Centres; Event – 28th June Garstang Golf and Country Club. GW asked all project leads to email claims for 50% up front costs etc. Additional funding pot – Adrian and Kate to supply estimated costs of additional printing costs to then put a bid to the Consortium. It was agreed to produce a proposal for extra funding in due course.</p>	NM	AB/KL
VL.06.22	<p>AOB: Tony proposed we lobby funders for resources to provide/ensure local Volunteer Centre capacity e.g. in each footprint/district. And that we state what you get for your money etc.. It was agreed that it would be useful to make this point at the conference on 27th Feb – all agreed.</p>		CR
VL.06.23	<p>Date of next meeting(s):</p> <p>7th March – WRKGP; 9.30am – 12.30; Groundwork</p> <p>16th March – VLSG; 10.30am – 4pm, venue LCVYS</p> <p>6th April – VLSG; 10.30am, venue - TBC</p> <p>24th May – VLSG; 10.30am, venue - TBC</p>		ALL