



**Meeting of the Volunteering Lancashire Hub – [VL Hub]**

**DATE:** 2<sup>nd</sup> May 2008

**VENUE:** Preston DISC, 103-104 Church Street, Preston

**PRESENT:** Gael Finch (CSRVC), Adrian Blundell (Groundwork), Khalid Naseem (BwDCVSVC), Sheron Hall (Grassroots BSR), Sarah McAuley and Janice Howard (WLVC), Pat Naylor (LEBP), Lynn Saggerson (BWFVC), Janette Holden (BPR VC), Louise Sankey (BFWY), Jenny Pickup (UCLAN Centre for Volunteering), Mary O'Dolan (LCC), Dillys Day (HRVCS), Graham Whalley (LYA).

| <b>REF</b> | <b>ACTION</b>  | <b>BY WHEN</b> | <b>BY WHOM</b> |
|------------|--|----------------|----------------|
| VL.08.09   | <b>1. Apologies:</b> Ella Wardleworth (LEPB), Tony Hyland (PVB), Carol Ross and Beth Wadsworth (Lancashire Sport).   |                |                |
| VL.08.10   | 2. Gael nominated Tony as Chair from next meeting, seconded by Janette, all in favour. Agreed to meet every two months therefore next meeting is the first Friday in July.   |                |                |
| VL.08.11   | <b>3. Notes of last meeting</b><br>The notes of the last meeting on 14 <sup>th</sup> March were approved.<br><b>4. Matters arising</b><br>Gael asked all who had not completed the youth volunteering feasibility study to get it in by Friday 9 <sup>th</sup> May to <a href="mailto:rehanak@lya.org.uk">rehanak@lya.org.uk</a>   |                |                |
| VL.08.12   | <b>5. LAA Commissioned Work</b><br>(i) The IT development work is nearing completion and due for launch at the end of June. Volunteer centre staff have been trained to use the data gathering system.<br>(ii) Marketing: Images have been updated in accordance with the funders' wishes. A video is also required – this is in the design stage. VCFS strategy officers' group have issues to be addressed – because of timescales Adrian is to meet again with the County Council to expedite matters in relation to the due date for the work. Adrian passed images around for comment. Approved. Note: regards accessibility of information: funders need to understand the impact of their decisions and should provide solutions, not questions, given the limited time and budget. |                |                |

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|          | <p>(iii) Training: update provided by Dillys who is delivering the training – feedback going well: all scheduled to finish by July. On average 10 people are attending the courses. Members confirmed the quality of the training is very good. A resource pack for Volunteering managers will be provided as a legacy from the project and, likewise, for “Step up to Volunteering”. The course is delivered by Paul Sandford. Members exchanged ideas on routes for recruitment of participants on to these courses which will run in June.</p> <p><b>5(A). Compact Code on Volunteering</b></p> <p>It was agreed the launch event should be a partnership event: two volunteers were requested to help plan the launch. Members agreed the Chair (Tony and/or Gael) and A.N. Others, possibly Groundwork or LEBP.</p> |              |  |
| VL.08.13 | <p><b>6(A). Action Plans Update:</b></p> <p>a. IIV update given by Lynn: the project has been reprofiled and an interim report will be provided to Graham in the next few days.</p> <p>b. Gael provided positive feedback to Khalid regarding the leaflet he had produced.</p> <p>c. Online information: Funding for this development is banked with Signposts. A report detailing the amounts spent and balance figure has been requested and is now overdue. Graham to chase up.</p> <p>d. Youth volunteering: All outstanding feasibility questionnaires to be returned to Rehana by the end of next week. For a copy contact Rehana at <a href="mailto:rehanak@lya.org.uk">rehanak@lya.org.uk</a>.</p>   |              |  |
| VL.08.14 | <p><b>7. Newsround and news for the website:</b></p> <p>Members provided updates on their work, plans and forthcoming events. Key issues: Funding and potential for more strategic thinking regarding joint working and partnership working was discussed. Jenny to email detail of the University’s new media ‘Super Channel’ to Graham to distribute to members.</p> <p><b>News for the website:</b> None.</p>   |              |  |
| VL.08.15 | <p><b>8. Any Other Business:</b></p> <p>Future for Volunteering event on 26<sup>th</sup> June: VL could pay 50% of costs of the event. TH to be asked if he can go.</p>  |              |  |
| VL.08.16 | <p><b>9. Date of Next Meeting:</b></p> <p>4<sup>th</sup> July 08.</p>  |              |  |
| SIGNED   | <b>Chair:</b>  | <b>Date:</b> |  |

