

**Lichfield  
Voluntary Voice  
Wednesday 16 March 2016  
Wade Street Church, Lichfield**

**MINUTES**

**Present:**

Ruth Witzak - Lichfield DC	Elaine Denney – Support Staffordshire
Jayne Marks – Lichfield DC	Esther Bromley – Support Staffordshire
Sheelagh James - Dr Milleys Hospital	Joy Biddell – Support Staffordshire
Jane Baggley – ASIST	Deb Caron – Support Staffordshire
Robert Bruce – AgeUK	
Amy Moore - St Giles	
Loz Cadman – COGS	
Rob Dale – COGS	
Kim Williams – Curborough Community Centre	

**Apologies:**

Mac Cock - CASS  
Irene Casserely - Accord  
Helen Titterton - Lichfield DC  
Trevor Baker - Stroke Association  
Kathy Coe - Pathway Project

		<b>ACTION</b>
<b>1.</b>	<b>WELCOME &amp; INTRODUCTIONS</b>	
	Elaine Denney welcomed everyone and outlined the agenda for the day.	
<b>2.</b>	<b>Introduction to DBS Workshop</b>	
	<p>Esther Bromley gave a presentation entitled 'Introduction to the DBS Workshop' (Disclosure and Barring Service). Esther handed out a copy of the presentation along with information on safeguarding and sample documents.</p> <p>Esther presented an overview of the DBS Service highlighting the differences between DBS and the previous CRB check. Esther advised that organisations/employers need to ensure they are legally entitled to submit DBS checks and that the situations for which they are seeking a DBS are eligible under the legal criteria.</p> <p>Esther highlighted the differences between the three types of DBS check:- Standard, Enhanced and Enhanced and Barred list. Esther also advised the meeting of the changes to regulated activity when carrying out DBS checks.</p> <p>In addition clarification was given on the policy of employing ex-offenders and DBS checks surrounding volunteers.</p>	

<p><b>3.</b></p>	<p><b>Plans for 2016 – Barriers? Help! Collaboration</b></p> <p>Elaine Denney gave an overview of Support Staffordshire’s plans for 2016 with each group present at the meeting providing updates on their current and forthcoming activities.</p> <p>Loz Cadman and Rob Dale from <u>COGS</u> updated the meeting on their gardening services in and around the Burntwood area. Loz and Dale advised that gardening services are now open to all residents of Burntwood for a charge.</p> <p>Robert Bruce from <u>AgeUK</u> updated the meeting on their following initiatives:  <u>Children Matter</u> (funded by the Big Lottery), this scheme involves the over 50’s visiting schools as reading volunteers with children.  <u>Positive Steps</u> is a falls prevention programme designed to give advice to elderly people on how to avoid falling and subsequent injury. This initiative also gives advice on chair based exercises for those less mobile.  <u>Days Off</u> is an initiative that allows those caring for family members with dementia to have a day off.  <u>Care at Home</u> – this is an advice helpline for elderly people who wish to remain independent in their own homes.  <u>Eat Well programme</u> has now lost its funding, but was originally formed to show elderly people how to prepare healthy food.</p> <p>Sheelagh James from <u>Dr Milley’s</u> advised the meeting of the need and purpose of ‘almshouses’ and the type and number of residents residing in Dr Milley’s in Lichfield. Sheelagh advised that some residents do move on from Dr Milley’s and the current youngest resident is 23 years old. Discussion continued about the possible provision of accommodation at Dr Milley’s for ladies with learning disabilities. Elaine Denney to pass to Dr Milley’s information about the services provided by TMS.</p> <p>Amy Moore from <u>St Giles</u> gave an update on a new service provided by St Giles called ‘ARC’, Advice and Referral Centre. ARC is a point of contact for hospice care and advice. Amy also updated the meeting on St Giles’ support for Dying Matters Awareness, an initiative whereby people are encouraged to consider their end of life choices.</p> <p>Kim Wilkins from the <u>Curborough Community Centre</u> updated the meeting on the activities of the community centre advising that footfall was down due to its location. More volunteers were needed at CCC.</p> <p>Ruth Witczak from <u>Lichfield DC</u> updated the meeting on the volunteering opportunities in the Parks Department advising that volunteers are split into two areas: ‘helper’ and ‘volunteer’.</p> <p>‘Helpers’ receive more supervision and therefore do not require as much administrative paperwork than ‘volunteers’ who, due to their responsibility levels, need to provide references which involves additional paperwork.</p>	<p><b>ED</b></p>
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	<p>Ruth Witczak updated the group on <u>Open Spaces</u>, a scrub clearing exercise – in relation to this initiative Ruth agreed to be the contact for those wishing to volunteer through Support Staffordshire.</p> <p>Joy Biddell from Support Staffordshire advised that one off volunteering opportunities, which often form part of an organisation’s Corporate Social Responsibility, are a good way for people to volunteer and that Support Staffordshire are creating a bank of volunteers to match one off volunteering opportunities with companies and organisations.</p> <p>Joy Biddell also informed the meeting of the ‘Celebration of Volunteers’ event to be held in June, advising those attending that they can nominate their volunteers to receive a certificate in recognition of the volunteer work they undertake.</p> <p>Joy Biddell informed the meeting of the Volunteers Managers Workshop to be held week commencing 21 March 2016.</p>	
<b>4.</b>	<b>State of the Sector/Consultation Update</b>	
	<p>Elaine updated the meeting on the current state of the voluntary sector advising an online consultation is going out to organisations with a view to improving the services of the voluntary sector. Those attending this meeting were encouraged to participate in the online consultation.</p> <p>Elaine also informed the meeting that Support Staffordshire’s new website is now up and running.</p> <p>Elaine Denney thanked everyone for attending and closed the meeting at 12.30 hours.</p>	
<b>5.</b>	<b>Dates of Future Meetings</b>	
	<p>Wednesday 22 June (am)          Wednesday 28 September (am)          Wednesday 7 December (am)          Wednesday 22 March (am)</p>	