



# SAPCOTE GOOD NEIGHBOUR SCHEME

## MINUTES OF THE STEERING GROUP MEETING

Held on

WEDNESDAY 14<sup>th</sup> MARCH 2018

7.30pm at 52 Hinckley Road

- 1. Present at the Meeting:** Peter Bradbury (Chair), Estelle Rogers (Treasurer), Anne Falconer, Estelle Rowley, Sarah Wells (Secretary)
- 2. Apologies for Absence:** Annette Harbour
- 3. Minutes of previous meeting** still to be circulated.

### 1. Review of Developments and Progress

- a) The current documentation was considered to be OK
- b) G Drive/Website to be reviewed at a future date
- c) No new volunteers to report. It was agreed to promote the SGNS to all households in the village again.
- d) Peter produced a catalogue of branded items. Various items were selected (bags, notebooks with pens, keyrings etc) for Peter to price up with the supplier. It was agreed that the current leaflets and fridge magnets were very good. Peter to ask Alison to see if she can order some more from the supplier she used.

### 2. Treasurer's Report

Estelle produced her spreadsheet showing the current balance. Although this balance currently looks quite healthy, a considerable amount of expenditure will be necessary within the near future.

### **3. Summer Fayre (2<sup>nd</sup> June 2018)**

Last year Estelle Rowley was the only person looking after our table. This was most unfortunate. To ensure some fairness, and in an effort to share this duty, Peter will ask members if he/she can do a time slot to form a rota. Peter currently stores the pull-up banner, but it was not easy to fix this firmly on a hard surface.

### **4. Future Developments**

Blaby District Council was offering volunteer help to local good causes. It was thought that we could apply for volunteers to do a leaflet drop on our behalf. Furthermore, we could produce a double-sided leaflet requesting volunteers for the SGNS. Peter to brief Alison and also to fill in the application form to BDC.

A new phone duty rota for at least the next 6 months is required. Annette is currently holding the phone, with Ann (April) and Estelle Rowley (May). Sarah volunteered for September. Peter will make contact with other members in an effort to complete the cover.

Our current funds might allow us to upgrade the phone. Peter to investigate.

### **5. AOB**

There were no items under AOB

### **6. Date of Next Meeting**

It was agreed to hold a short meeting on **Wed 16<sup>th</sup> May 2018: 7.30pm at 52 Hinckley Road** in preparation for the Summer Fayre.