

LIL Extraordinary meeting 23rd Feb 2012

		Action
Present	Jo Minchin, Ian Brown, Charles Cooke, Mike Martin, Susan Lipscombe	
Apologies	Nigel Webster, Iggy Patel	
Website	<p>Susan and Mike have received training to maintain the current website.</p> <p>Exec agreed to Mike doing 15hours work to update the current website. £7.00/hr</p> <p>Further development of the website to be discussed at later meetings</p>	<p>MM</p> <p>All/SPL</p>
Carers Voting Rights	<p>Carers have to have the Lasting Power of Attorney or permission from the cared for person to represent their interests, then they can have proxy voting membership. This then enshrines the mental capacity act in the constitution.</p> <p>This needs to be written into the changed constitution</p>	<p>CC</p>
Excellent aging fairs	<p>7th and 21st March. We are sending information leaflets and membership forms. Angela may be attending and promote us on 7th. Susan is hoping to attend 21st.</p>	<p>AP</p> <p>SPL</p>
Finances	<p>Opening a bank account discussed as some funding needs us to hold our own account (FFS). We should be able to declare that LCDA are acting as an accounting body for us.</p> <p>An advantage is that with the CDA, we are fully audited</p> <p>We would need a treasurer and 3 signatories to do this, we do not have enough people to oversee this at present but aspire to this in the future</p> <p>Get information about opening account</p>	<p>MM</p>
	<p>Projected financial position at 31st March 2012 - Under spend in consultancy, membership, office expenses, website of approx £7000 in total. This would provide 6 months worth of development, admin and LCDA support.</p> <p>The Executive will need to advise LCDA to offer an extension to the relevant contracts</p> <p>Quality Mark funding £4,800</p> <p>Peer Support funding £3,500</p>	

Roles and responsibilities	<p>Trustees – can only claim out of pocket expenses</p> <p>Chair, Development Worker and Administrator roles have been revisited and agreed as suitable for the purpose we need of them.</p> <p>It is noted that Leadership is often misinterpreted as management. This is not what being Chair is about, the exec should be able to do this without the need for an intermediary.</p> <p>Susan/Mike to use responsibilities matrix and action plan to give a short progress report at exec meetings</p>	
Trustee Training	<p>Need training for trustees, we've been losing them.</p> <p>Ed Hollanby from ESH consultancy did some training a while back with us. Susan had a talk with him about delivering a training package and getting him on board to train us etc.</p>	SPL
Action Plan	We need to identify some strong goals to aim at. We need some serious objectives	
Action Plan Communicat'	Membership pack needs compiling and sending out	MM
Action Plan Peer Support	<p>Susan presented project outline consulting with Ed Hollanby about delivery</p> <p>Looking at Lincoln and Boston. Boston may be problematic so considering Gainsborough or Grantham</p> <p>Volunteer agreement – needs us to supply employers liability insurance. We will need to have that. Especially before we have the peer support network up and running. Volunteer agreements are essentially an employment agreement without financial remuneration.</p> <p>Could the peer support network link into the trusted assessors framework. There will be a number of different contracts available, if we were in the position to be a framework contractor for people to go out and do trusted assessments, it would work with our membership, small chunk sized bits of work. Charles has put some work in to that for us, hopefully we will get to bid stage.</p>	SPL MM SPL/CC
Action Plan Quality checking	<p>purposeful and membership based</p> <p>Look at Disability direct and Community Catalyst options, choose, outline and then go to Emma and say we have a training project, then implement with the funding provided</p>	SPL
Action Plan Office Premises	Decided not to seek own premises at the moment but establish a permanent contact address and telephone number	MM
<p>We need to use the action plan, focus on the delivery on that, concentrating on peer support and quality checking</p>		

Future project development continue to seek resources to develop new services/activities

PA Recruitment and training services	<p>Bid unsuccessful for reaching communities budget.</p> <p>Emma thinks the suggestions about PAs would be useful to them. There are millions (9 & 8 in the last and next year respectively)</p> <p>There is a gap in PAs in Rural places. There is a lot of potential here.</p>	All/SPL
Paid consultancy	<p>Go to the 80 members and ask if they have skills and experience of disability that they can sell, then we can market it! Advertise through magazine/Update, email</p> <p>Ask for money in return for the favours that the LCC asks for (Emma asking for people to have a look at the website and give feedback – we should respond 'we have 10 people willing to do this for a fee of £100 each)</p>	MM ??
	<p>Trusted Assessor network</p> <p>Disability training services</p> <p>Disability Employment Service</p> <p>Disability transport network</p>	All

Other Business

Chair	<p>Iggy has resigned as chair of LIL. A letter of thanks to be sent for his hard work and dedication</p> <p>It was agreed by all present to accept Charles Cooke offer to act as interim chair until we get someone in role.</p> <p>Job description out as an advert in Update/email</p> <p>Approach CVS</p>	MM MM SPL
Change in constitution	<p>Needs to be approved at a General Meeting. To give time for recruitment of new trustees and, including chair, the Annual General Meeting has been postponed one month to April, suggested week commencing 16th</p> <p>Three week notice needs to be given, At least 10 members need to be present</p>	MM
Phone	<p>Mike not getting any enquiries. Phone to go to Susan? No decision made</p>	
DPULO funding	<p>For marketing and recognition of the organisation</p>	
FACS	<p>Moderate banding, Can we champion for those who have lost out? Mark Baggley – 14/17 year relationship with the Hull council, gaining a lot of respect.</p> <p>We are not in the same position and need to earn our own respect, this will take time</p>	