

## **Minutes of the Executive Meeting 10.01.02**

**Apologies:** Viv Jackson

**Present:** Peter Cash, Alistair Richmond, Jeremy Sharples, Les Walmsley, Jason Rainbow

**Minutes of the last meeting:** Agreed as true record

**Matters arising:** Not all councillors are fully booked. The Face To face Group met at Swallow as agreed; Peter was in a position to receive calls on Christmas and Boxing day but none came through. Jeremy was unable to fulfil this duty on New Years Day; Jason came in the office to attend to financial matters.

**Memberships:** 2 new applications are in the pipeline, 1 from a man the other from a woman. Another pack has been sent out.

The question was asked about whether the group follows up applications sent out but not returned and the monitoring does not allow for this. The group said it would like to think about monitoring and we would start with a book to record requests. This will be kept on Development Co-ordinators desk and people receiving requests for membership information will log it in this book with any action taken so it can be monitored centrally. *Action Maggie*

Chi has asked if he needs to re-join and the procedure that former members do not have to go through the formal process was ratified.

*Action Maggie*

Discussion ensued about how the group would react if a member of another LGB organisation was to join ELLGaS. It was decided that the division of loyalties was up to the individual to confront and resolve. Unless this led to the need for disciplinary action ELLGaS would not get involved.

**Face to Face Counselling Group:** There needs to be a meeting soon to discuss the referral process and the policies and procedures that must be adopted by the group. The 16 year old client discussed at the last meeting has been referred and liaison with the agency referred to is ongoing. Assertiveness training is being investigated on his behalf.

Discussion ensued about issues and clients. This is a very important area and needs clarification.

*Action Face to Face group and telephone operators.*

**Befriending:** Les is working with client who has moved to a position of being able to offer his services as a member. His application is on the

way and he came to see the office earlier today. He wants to organise some alternative social activities to the 'scene'.

**Burnley:** Simon turned up for line duty and has committed to coming every other week. Regarding the meeting to discuss terms of the lease a letter needs to be sent as soon as possible stating that the 28 day limit is unable to be adhered to and requesting another date to be fixed.

Difficulties posed by the nature of issues and community in this area will be addressed if and when we get a worker in post.

**Treasurer's Report:** Can everyone please get their expenses claims in immediately. Things are on track vis a vis the finances as long as we are not extravagant. The money for the National friend Conference has been budgeted for according to figures in last year's accounts. (see below also). The group needs to start thinking about a fall back position in case the group does not receive National Lottery funding again. If a project is started elsewhere it is worth noting that Bacup is attracting a lot of European money at present.

Money for the Blackpool event was returned and cheques in the file uncashed were destroyed.

**National friend Conference:** we need to add up how many people want to go and calculate how much it will cost in total, report back to Jason before the end of January.

**Spending Moratorium:** Ink cartridges can be purchased from Wilkins. An ELLGaS account will be set up. **Action: Jeremy**

**Website:** our web address is ellgas.org.uk. The site is very out of date and 2 former members have asked to be taken off it. The process is a fairly simple matter but a disc needs to be obtained before it can be done. **Action Maggie**

**Publicity:** The advert in the Pink paper needs re-designing. The meeting decided on yellow background with navy blue text and a lavender ELLGaS.

**Action Maggie**

The meeting ended at approximately 9.40pm.