

ELLGaS Executive committee meeting 17.05.2001

Present

Alistair, Jeremy, Les, Maggie, Mark.

Apologies

None

Agenda

Minutes

Matters Arising

Memberships

Face to face counselling group

Call statistics

Annual Report

National Lottery

Minutes

The minutes were read and agreed to be a true and accurate account of the previous meeting.

Matters arising

A letter has been drafted in reply to Clive's recent correspondence. The letter was read to the group. It was suggested that the wording might be slightly changed on the issue of requesting the return of ELLGaS' property. Jeremy agreed to this and the amendments will be made.

ACTION: JEREMY

Memberships

Applications have been received from Alan and James.

Still awaiting references from both.

ACTION: MAGGIE

Face to face counselling group

It was noted that the development of the policies and procedures for the F2F group need to be prioritised.

Call statistics

No new business was discussed

Annual Report

Tasks were assigned as follows:

Face to face group report	: Alistair;
Website/database & call statistics	: Mark;
New statistics monitoring procedures, Burnley office	: Maggie;
Project budgets	: Jason, Maggie.

Copies of the Annual progress report and project plan questionnaires required by the Lotteries Commission were handed to those members present for their information.

Alistair felt that in order to write this year's report we needed to know what had been agreed in last year's.

ACTION: MAGGIE

Maggie informed the group that the National Lotteries Charity Board is now known as the Community Fund. She told the group that they seem to have become more approachable recently.

A.O.B.

Maggie reported a successful exchange with the Darwen Social Services who had referred an elderly lady to our counselling services. She told the group that ELLGaS had been commended upon the quality of it's service in helping this client.

Dates for your diary:

Next General meeting:	Wednesday, 21 st May 2001.
Next Executive meeting:	Wednesday, 13 th June 2001.

Next Social group:	Thursday, 7 th June 2001. Garden Bar, Burnley.
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