



Evesham Volunteer Centre Update - Issue 13, October 2008



Viva the Villages!

Successfully took place on Wednesday 17th September at the Evesham Town Hall.

Showcasing local village-based community and voluntary groups.

The Volunteer Centre is very grateful to 2 volunteers, Angela Morrell and Liz Kirby as well as the Harvington

Hand Bell Ringers and the Pebworth Morris Men, who provided music and dance, as well as to all those who produced information.

Displays showed the wealth of what is going on and the effort volunteers put in. Councillors and those involved in local organisations and groups attended.

A brochure will be produced and sent out to groups and key people to keep voluntary action on the agenda.

The event was funded by the Evesham Market Town Partnership

Evesham Volunteer Centre

Vinvolved Project

The Evesham Volunteer Centre is very happy to announce that **Rob Mace**, Wychavon District Council's Community Outreach Officer will be joining the team.

He has been appointed as Evesham's Youth Development Worker. He is on secondment from Wychavon District Council.

For further information contact **Helen Gray 01386 40165**

Evesham Volunteer Centre

Hearing Aids

The Evesham Volunteer Centre has hearing aids and equipment available for loan.

This opportunity enables those with Tinnitus or Hearing Impairment to try out equipment so that they may make an informed decision about what might be right for them.

To find out what is available drop in to the Centre on Oat Street or call **Helen Gray on 01386 40165** for further details.

GROUP PROFILE

Evesham Share & Learn Group

This group is for those who are blind or partially sighted. It was set up 20 years ago by a group of registered people and concerned friends. It meets every Monday morning, except public holidays.

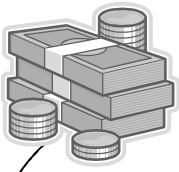
The aim is to share experiences and learn from one another of how to cope with deteriorating sight and total loss. Each Monday about 30 people, members and volunteers, sit around large tables involved in conversation and busyness. Some knit and a volunteer finds dropped stitches, others do craft work, another group does water colours with a tutor, whilst the men like their dominoes.

Every month the club has a raffle and once a month the club goes out for a meal or to some place of interest. Outings have included Coventry Transport Museum and Severn Valley Railway.

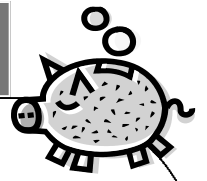
Any registered visually impaired person in our area is eligible to join. It is not a group for couples, it is more an opportunity to give the partner a few spare hours.

Anyone wanting more information can contact Frank Himsmith on 01386 47146

www.eveshamvolunteers.org



GRANT INFORMATION



Lloyds TSB Foundation

The Foundation's mission is to support and work in partnership with registered charities which help disadvantaged people to play a fuller role in communities.

The Community Programme

What does the Foundation fund?

- Small and medium local charities with 12 months reserves or less.
- Local and National Charities.
- Support both well established and new work across the voluntary sector.
- Support charities' development i.e expansion or improvement of their capacity.
- It funds running costs, including salaries.
- Provide grants of up to 3 years.

The Application Process

- Check that your charity is eligible to apply. There is a short questionnaire available on the website.

www.lloydstsbfoundations.org.uk

If you don't have access to the internet or

would prefer to talk to the team first phone.

0870 411 1223

- If your charity is eligible your local Grant Manager will contact you to discuss the next steps.
- If you are applying for a grant over £5000 your local Grant Manager will visit you to discuss your funding requirements in detail and help you to make the best application. If you are applying for under £5000 the Manager will carry out a telephone assessment.
- Complete the application form, this will need to include a copy of the most recent annual report and signed accounts, recent bank statement, relevant job descriptions (if applying for funding towards a post), a copy of your equal opportunities policy.
- It takes 3-6 months for a decision to be made.

West Midlands Grant Manager

07500 787746

Local Food Grant



First Stage Applications for Small Grants will be accepted up to the end of August 2012.

Who can apply?

The Grant aims to support projects that deliver benefits to their communities.

To be eligible to receive a grant your organisation must:

- Have social and/or environmental objectives.
- Be a registered charity, company limited by guarantee, school, parish council, churches or a non-profit making organisation.

Small Grants are £2,000 - £10,000

Main Grants are £10,001 - £300,000.

80% of the grant can be used for capital costs, but at least 20% must be used for revenue.

What can be funded?— here are some ideas:

- Allotments
- Box schemes
- Catering (cafes or subsidised meals)
- Community food growing or garden projects
- Composting and community seed exchange.

There are 5 main themes and your project will have to fit into at least one of these. There is a local adviser team, so you can discuss your project

Information can be downloaded from:

www.localfoodgrants.org

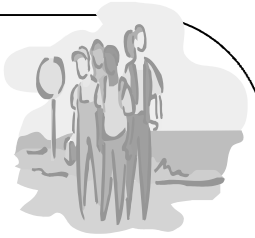
Email: localfood@rswt.org

Tel: 01636 670042



We don't administer grants, but we can provide information on grants, including grant guidance and application forms for those mentioned. Also, if you aren't sure what's out there, or you'd like to discuss your proposal and gain comment, please contact Wychavon Community Action Partnership on 01905 799569 or email info@wcap.org.uk

Access to Nature



Funding will focus on three main themes:

- Community awareness and active participation;
- Education, learning and volunteering;
- Welcoming, well-managed and wildlife-rich places.

Who can benefit?

Access to Nature is looking to fund new opportunities for people who currently have little or no contact with nature and the outdoors. Within these themes, grants will have to deliver one or more of Access to Nature's 5 main aims. The project **MUST** meet this outcome:

- An increase in communities' sense of ownership of local natural places, by establishing

strong partnerships between communities, voluntary organisations, LAs etc.

And at least one of the others. Details available on the website or from the Adviser. Information on criteria for eligibility needs to be carefully digested. The team is happy to discuss project ideas and eligibility with groups/orgs.

For more information see

www.naturalengland.org.uk/accesstonature.

West Midlands Regional Adviser is:

Peter Loat - Tel: 01902 693173

peter.w.loat@naturalengland.org.uk

Free Fundraising Solutions

Have you thought about raising funds through shopping on the web?

Ideal for fundraising for local groups, village halls, churches, sports team and schools etc.

An online fundraising webshop is completely **FREE** to set up and run. Your supporters get great value and can help your group to raise funds without any effort.

One possible website is:

<http://users.buy.at/fundraising>

Though there are others out there.



Prince's Trust

Community Cash Awards

Are between £250 - £5,000 to help young people set up a project that will benefit their community.

What can you use the grant for?

A new sports court, music studio, a youth club, sex education workshops in schools, even a local magazine.

Who can apply? - Anyone who is

- Aged 14-16 and is in school, but struggling.
- Aged 16-25, unemployed or working less than 16 hours a week.

Projects Must:

Run and managed by people between 14-25 years; clearly benefit the community; be a new project.

Call FREE: 0800 842 842

Forms available online at www.princes-trust.org.uk/communitycash

Community Spaces

Community Spaces will help local community groups create or improve green and open spaces to improve the quality of life in their neighbourhood.

These may include play areas, community gardens, parks, wildlife area, ponds, village greens, kick-about areas and pathways etc.

2 Stage Application Process:

Stage 1 - involves sending a short form with information about your group and your project idea. The Team will let you know if your idea is something it can support.

Stage 2 - Once your idea has gained approval the Team can offer support if you need to develop your plans before sending in your application.

You don't have to be a registered charity but you need a governing document.

There are four types of grants and the minimum grant is £10,000 with the maximum being £450,000

www.community-spaces.org.uk

Helpline: 0845 3671671



Allen Lane Foundation



The Foundation makes grants to voluntary-not-for-profit organisations (which need not be registered charities).

The Foundation wishes to fund work which:

- Will make a lasting difference to people's lives rather than alleviating current problems.
- Is aimed at reducing isolation, stigma and discrimination
- Encourages or enables unpopular groups to share in the life of the whole community.

The Foundation is interested in funding work which benefits people in the following groups:

- Older people;
- people experiencing mental health problems;

- people experiencing violence or abuse;
- offenders and ex-offenders;
- gypsies or travellers etc.

The Foundation will make grants for start-up, core or project costs, though grants are small. Grants could cover - volunteer expenses, venue hire, sessional staffing costs, work aimed at strengthening the organisation such as trustee or staff training. Grants can be from £500 - £15,000 covering a period of up to 3 years.

For further details please see:

www.allenlane.org.uk

or contact Ann Thornill on

01904 613223 or info@allenlane.org.uk



Waitrose 'Community Matters'

Waitrose has launched a Community Matters Scheme. Every month each Waitrose will have £1,000 to divide amongst 3 local community or voluntary projects or groups. Customers are encouraged to vote for their preferred project and the funds will be split in line with the vote. Each branch should have a Community Matters Champion.

Contact the Community Matters Champion at your local store for more information or to put your group forward.

The Links Foundation

The Links Foundation funds new or existing projects and can help meet costs such as salary, rent and stationery as well as capital costs. It supports projects which meet the following criteria:

- 1) Advancing people's education
- 2) reducing significant disadvantage
- 3) Assisting those in conditions of poverty, need or distress
- 4) Providing for recreational or other leisure time occupation.

For further information: www.linksfoundation.org

or contact **Katherine Metcalfe** for advice and guidance on 01642 236 486

or email information@linksfoundation.org



Young People's Fund

REMINDER—Deadline 16th October 2008

Big Lottery Fund (BIG) has set up the Young People's Fund 2 Local Grants programme to put young people at the heart of local issues and services that affect their lives. It's a chance for young people to lead on developing activities and services that they want in their local area. Up to £38million is available across England.

How much can I apply for?

Between £10,000 and £500,000, of which up to £50,000 is available to develop land and buildings

Who can apply?

Voluntary & Community organisations can apply.

What ages are eligible?

Young people aged 10 – 18 years old.

Where can I get more information?

Please go to the Young People's Fund programme page on the Big Lottery Fund website

<http://www.biglotteryfund.org.uk/apply-uk>

TOP TIPS on Insurance

Why do organisations need insurance?

The members of a governing body have a general duty to protect the organisation including adequately insuring it.

The level and type of insurance your organisation needs will be determined by:

- The law — some insurance is compulsory.
- The governing document—may include a positive duty to purchase insurance.
- The range and type of activities undertaken by your organisation.

Do we have to insure?

Where insurances are compulsory or essential organisations should obtain at least a legal minimum. Other insurances are discretionary but may be worth looking at depending on activities and circumstances.

What about exclusion clauses?

The need for insurance may be reduced by the prudent use of exclusion clauses or disclaimers. These may appear as a notice on a ticket, sign at the entrance to premises, within the body of a contractual document or in separate written terms and conditions.

However, the organisations has the obligation to take reasonable steps to ensure that it is aware of risks and appropriate actions are taken to reduce risks.

Who to cover?

It is important to cover staff, management committee members, volunteers and ordinary members for any liability they may incur while carrying out the work of the group/organisation.

Insurance for key areas of trustee responsibility - Compulsory insurance for groups without staff:

- **Vehicle Insurance**—if your organisation uses a vehicle for its activities, it is a legal requirement to obtain insurance against liabilities to a third party. Volunteers using their own vehicles when carrying out the business of the group have a legal duty to have this kind of insurance. The group needs to make sure they are covered, whether or not you reimburse volunteers/staff for this cost is up to the organisation.

Discretionary Insurance—here are the main ones:

- **Public Liability Insurance**—is essential for charities which own or occupy buildings or which offer services to the public, against claims from member of the public (including volunteers and trustees) for injury, loss or damage caused as a result of an organisation's negligence. Cover for a minimum of £5 million

is recommended. You have a special responsibility for VOLUNTEERS and when dealing with the insurance company should make it clear it they are involved.

- **Event Insurance**—As an organisation you may hold specific events and if they are large scale, involving fundraising or a large outlay of money, it is possible that you will be able to take out insurance for your event. If you are a group holding an event at e.g. Village Hall, check whether you can be covered under their insurance as this may prove cheaper. If it is eg; a Summer Fete, with many activities, these may need to be considered case-by-case.
- **Fidelity Insurance**—protects against theft or loss arising from dishonest actions by staff or volunteers.

There are also:

- **Property Insurance**—insuring a building for its full reinstatement value.
- **Professional Indemnity Insurance**—provides against giving advice or other professional service to members of the public that results in damage, loss or injury to a service user.
- **Trustee's and Director's Indemnity Insurance.**

General Points:

- It is important to review policies to ensure that cover is still adequate and that the premiums are competitive.
- It is worth having a management committee member responsible for the group's insurance to prevent the issue being overlooked.
- Make sure you read and understand the small print, so that you are aware of the circumstances which exclude cover.
- Make sure that all necessary information is disclosed and not misrepresented.
- Make sure you are covered for the right amount. Cover can be for replacement value at the time of loss or its replacement cost.
- Keep an up-to-date inventory of property, furniture and equipment.
- Specific guidance for charities can be found in the Charity Commission publication, Charities and Insurance (CC49).

Information Sheets and a list of potential insurance companies is available.

This information is for guidance purposes only.

Professional advice needs to be obtained and acted upon, we have no responsibility for loss occasioned as a result of any person acting or refraining from acting upon it.

Acknowledgement: Community & Voluntary Service, Mid and North Bedfordshire and Swansea Council for Voluntary Service.

INFORMATION SHARING

Arts + Media Training

Project Management for Beginners—

Tuesday, 21st October 08, 9am - 4.30pm, Herbert Media Coventry. Community Groups £75

Are you organising something...perhaps a performance, exhibition, festival, sales/marketing campaign or a funding drive? This course will enable you to plan, budget, set up and deliver your creative projects.

Keeping Children and Vulnerable Adults Safe—
Tuesday, 18th November 08, 9am - 4.30pm, Coventry Foyer. Community Groups £75
The aim of this training is to ensure that those organising arts events know what they have to do to meet the demands of legislation regarding children and vulnerable groups.

For more details www.amtcc.org.uk

Can Worcestershire benefit from the London 2012 Olympic and Paralympic Games?

This is the question that will be debated at this year's Worcestershire Assembly, as we explore the potential opportunities in culture, business, sport, tourism, health and volunteering.

Join the Assembly to:

- Hear a key note speech by the West Midland's own David Moorcroft OBE, former world record holder and Olympic veteran.
- Find out what's happening nationally and in the region at a range of morning workshops.
- Be entertained by song and dance.

- Debate the benefits and opportunities for Worcestershire in a series of afternoon discussion groups.
- Network and find out more about the Worcestershire Partnership.

**Thursday, 6th November 2008
10am—3pm, Worcester Race Course**

Refreshments and lunch will be provided
Contact Peter Turvey on 07795 332508 or email pturvey@worcestershire.gov.uk for more information



Noah's Ark Trust
Towards a brighter future

Experiencing the devastating effects that the death of a close relative or loved one causes, for any body, can be traumatic and forever life changing. The impact can seem even more so when the person left behind is a child or young person. Very often the death can be in tragic or unexpected circumstances, without warning leaving family and friends with no option but to pick up the pieces and get on with their lives.

Noah's Ark Trust is a charity working in the counties of Herefordshire and Worcestershire providing support to children, young people and their families who have been affected by such a death. Our service is confidential and completely free of charge.

If you would like to learn more about our service I would be very happy to come along and chat to your group, for more information please telephone:

Ross Cormack,
Bereavement Service Coordinator
01905 745735
email ross.c@noahsarktrust.co.uk

Worcestershire Association for the Blind

Registered Charity number 202144

"Providing Support, Information and Services for People with Sight Impairment across Worcestershire"

The charity is based in Sansome Walk, Worcester but the services it offers cover the whole of Worcestershire.

These services include:

- Home Visiting or Befriending scheme.
- Low Vision Clinics
- Resource Room filled with aids and equipment
- A Rehabilitation Worker who works on a one to one basis providing mobility training or assists with re-adapting existing skills.

Activities within the centre include computer classes, cookery lessons, arts and crafts, wood-work, a luncheon club to name but a few.

WAB will come out to local groups to talk about the work of the Association, demonstrate basic aids which can assist people plus offer Eye Health talks.

Please contact Rhian Thompson on 01905 723245

Every care is taken in compiling the contents of the newsletter to ensure that they are accurate, but the Partnership accepts no responsibility for any errors or omissions. Please check details with the organisations concerned. The Partnership reserves the right to use items or not and to shorten as necessary.

Local Strategic Partnerships

Or LSPs for short - What are they?

Communities and Local Government believe more gets done if people in an area work together. This linking is known as a Local Strategic Partnership, and this brings together at a local level the different parts of the public sector as well as private, business, community and voluntary organisations so that different initiatives and services support each other and work together.

Wychavon has three area based LSPs. covering each of the main towns and surrounding rural areas of Droitwich, Evesham and Pershore. These in turn feed into the Wychavon Community Plan Core Group, which is the overarching district LSP and is responsible for preparing the Wychavon Community Strategy.

LSPs work at a local, grassroots level, to deliver real improvements that benefit people living, working and visiting the areas that they cover.

Anything you'd like to raise?

The managers of the two volunteer centres and CVS in the district are members of these local LSPs, attending meetings in their own right, and are the conduit for any matters which the voluntary and community sector would like to see raised at such meetings.

Thinking of Setting up a Parent & Toddler Group?

If so, there are organisations and resources available to help you do this.

The **Family Information Service** produces a general leaflet - Running a Baby & Toddler Group.

You can contact them on **01905 790 560** or www.worcestershire.gov.uk/familyinfo

Two organisations which can provide further information on this subject are:

- **Preschool Learning Alliance** - 020 7697 2500

www.pre-school.org.uk/baby-and-toddler

has information on the process and what to consider when setting up a group.

- **MAMA (Meet a Mum Association)** - www.mama.co.uk

If you want to know what is involved in starting a new group, starter packs and advice are available.

Contact - jeanette@mama.co.uk

There is no requirement for Parent and Toddler Groups to register with OFsted as parents and carers are responsible and must supervise their children at all times. However, the group will need to take certain legislation into account.

Also, there are many such groups about, which WCAP could help put you in contact with.

"Safe and Sound" security scheme

Wychavon is a low crime area, but crime does still occur. For victims of crime, particularly burglary, and other vulnerable residents, the **"Safe and Sound" security scheme** is here. The general criteria for acquiring home security system(s) free of charge is as follows for vulnerable individuals or the elderly;

Repeat Victimisation; Distraction Burglary; Dwelling Burglary; Potential Victimisation; Fear of Crime; Hot Spots.

If your group or community requires further information on eligibility please contact

**David Hemming at Wychavon District Council on
Tel: 01386 565000**

Email: david.hemming@wychvon.gov.uk



Towards The Big Plan

South Worcestershire Joint Core Strategy – Preferred Options

was published on 19 September for a six week public consultation period.

Last year, consultations were held to consider how South Worcestershire wants to develop and move forward to 2026 in order to come up with a 'vision'. A draft joint strategy of Preferred Options has now been drawn for comment.

The Preferred Options details the 'vision' and preferred strategy of the 3 partner local authorities (Malvern Hills, Worcester City, and Wychavon) for accommodating 24,500 houses and 183 ha of employment land in South Worcestershire up to 2026. It identifies the main areas of growth, and sets out how essential services, as well as Worcestershire County Council's plan for public and road transport infrastructure, will be delivered.

There is a series of all day public meetings in the main towns until the 31 October.

To find out more about the policies which could be implemented in your area click on to www.swjcs.org/PO_CONSULTATION/swjcs_PO.pdf

Copies of the Preferred Options Paper, and summary document are available on request from the SWJCS Team. Please have your say before the consultation period finishes at the end of October. To find out more about the process, how to comment, and information on the remaining public events visit www.swjcs.org; e-mail contact@swjcs.org or tel: **01905 722233**.

Views on the preferred strategy from all amongst the community are an essential element of preparing the final version of the South Worcestershire Joint Core Strategy. This will be submitted to the Secretary of State for consideration at a public inquiry in 2009/2010.



Wychavon Community

Action Partnership

(a partnership between Droitwich Spa & Rural CVS and Evesham & Pershore Volunteer Centres)

Wychavon Community Action Partnership

Involved Project

The partnership is delighted to announce the strengthening of its relationship with Wychavon District Council, with the secondment of Rob Mace, the council's Community Outreach officer, to the Evesham Volunteer Centre.

The partnership now has three youth development workers in place to recruit youth volunteers.

The Project Launch took place on Saturday 13th September attended by young people who enjoyed a Pig Roast and photographic entries to the Photo Challenge at the Riverside Centre. Judges faced a difficult decision on choosing winners.

Wychavon Community Action Partnership

Calendar of Events

Partnership Activities October 08- March 09.

Droitwich VCS village meetings -

11th & 26th November 2008,

details enclosed for Droitwich groups

News sheets -

will be mailed out 2nd December. The deadline for material for this December issue is Friday 31st October.

Pershore VCS village meetings -

27th January '09 at The Anchor, Fladbury and

3rd February '09 at The Crown, Peopleton

A 2009 Calendar of activities will be included in the first issue of the news sheet in the new year.

WiNN(Make it Happen) Grant

Grant Success! Harvington Seniors applied for a WiNN grant with the support of Evesham Volunteer Centre and have received **£350** to help with costs of speakers and activities.

If you are an older people's group and are finding it difficult to pay for speakers and other activities, consider the WiNN Make it Happen Grant, the next deadline is 31st October.

Meetings with Evesham or Pershore Volunteer Centres or Droitwich & Rural CVS can be arranged to help you with completing your application.

Your group will need a set of rules or constitution, the Partnership has information sheets and templates for this.

If you haven't yet received grant information or want to discuss an application or make an appointment with a centre manager

Contact Clair Chittenden on 01905 799569

Get in Touch

Do you need speakers for you group?

WCAP has helped Older People's Groups contact speakers and in one case this lead to members obtaining services, they didn't know they were entitled to.

Would you like to get in touch with groups similar to yours?

Clair Chittenden, phone: 01905 799569

email: info@wcap.org.uk

Please take note that Clair is based in Droitwich at the address below and NOT the CIVIC CENTRE, PERSHORE

District Conference

The Partnership's District Conference took place on 1st October 2008, 7-9pm, Parish Church Hall in Pershore. Presentations were given on the: Impact of Parish Plans on voluntary activity; Successful Minibus Fundraising Appeal; and Voluntary Flood Action

A leaflet is being produced containing the information presented which will be sent out shortly.

Contact Details:

Evesham Volunteer Centre -

Manager, Helen Gray

Email: manager@eveshamvolunteers.org.uk

Pershore Volunteer Centre-

Manager, Kate Walton

Email: katew@pershorevolunteers.org

Droitwich & Rural CVS

Manager, Carol Pratt

Email: admin@droitwichcvcs.org.uk

Wychavon Community Action Partnership

Development Worker, Clair Chittenden,

The Old Library Centre, 65 Ombersley St East,

Droitwich, WR9 8QS.

Tel: 01905 799569

Email: info@wcap.org.uk