

Food for Thought Purbeck

Notes of Steering Group Meeting held by zoom on 1 February 2023

Present: Chris (Chair), Debby, Avril, Luke, Nicola, Helen, Paul Burd, Peter

Apologies: Abigail

1. **Welcome:** Chris welcomed members and thanked everyone for a successful start.
2. **Notes of 4th January meeting:** Agreed
3. **Financial Update:** Helen shared her spreadsheet showing income of £14,000 from Dorset Council, £350 from Rotary and £160 from Boilerhouse. Total budget is £14,968. Forecast cost is £15,374.40 showing a predicted overspend of £406.40 although Helen pointed out that various budget items may not be fully expended. Another potential cost is driver insurance and fuel. Anne suggested that the £700 for CAB laptop is not needed. Anne can use her own laptop, Nicola said she could also use her own laptop, Anne to check with Ruth if she a laptop or a tablet that she can use. The DBS certification is also free. Rob Mills is playing a benefit night at the Mowlem show bar on February 18th. Debby will chase FareShare for the £9000 invoice. Helen needs a letter of authorisation from the Swanage and Purbeck Development Trust to open the Coop Bank Account and has contacted David Williams. Helen, Debby and Chris will be bank account signatories.
4. **Deed of Incorporation:** Signed but the Development Trust are waiting for the insurers to accept us onto the policy, this needs to happen before it can be dated. They have asked the Development Trust for more information, David Williams at the Trust has forwarded the request, and Debby has replied but it is not clear what exactly the problem is. Helen and Debby kindly offered to continue to chase.
5. **Half Term Arrangements:** Swanage Primary will collect money on Friday 10 February and Peter will deliver to home addresses on Monday 13th February. St. Mary's suggested their families could come to the van, Debby was concerned that if the families do not live nearby and do not have cars they will be unable to get the food home. Avril highlighted that some schools may have an inset day on Monday 20th. Debby confirmed that CAB signposting will still be required on 13th. Rob Stoner is picking up for Corfe on 13th so must have local arrangements in hand. Gail to confirm arrangements for Langton. Chris confirmed that we will replicate this process at Easter.
6. **Larder Uptake:** 35 families last week. Most schools have taken up their quota, however Swanage School parents have only taken up 3 of their 15 bags, the others have been re-allocated to the other schools with Swanage School's agreement. One school is still filling it's quota, some families have never taken up their food, and some families have withdrawn. Dan says we can't sign up more than 50 to allow for inconsistent take up, as

we would then have to turn some away if they all came. The Larder is advertised on the Help and Kindness website as available if you just turn up. Debby to take this up with Lauren, as currently referral is through the schools only.

- 7. Drivers:** Peter shared the spreadsheet. Marc and Tony are volunteering and shadowing Peter on 6th. Receptionists are getting better organised. Helen/Rob are sharing the Corfe rota. Peter will talk to Gail who seems to have the Langton rota in hand.
- 8. CAB signposting:** Monthly Anne first Monday, Nicola second, Ruth third and Chris fourth. Staying flexible on WhatsApp. One mistake on the leaflet - the CAB times at Herston Village Hall are 10am- 12 noon, to be corrected by hand. We need to discuss with FareShare how to get families permission to call them to discuss CAB help, as a number of families said they wanted this on their forms, including for the remote schools where we do not have any contact with the families themselves to ask them. A number of us have now registered to volunteer with FareShare. Alternatively, we may be able to get permission through the schools asking the parents.
- 9. Food Coordination:** Debby has completed the rota and has sufficient volunteers for February and March. Heather from Worth volunteered through FareShare and will attend most weeks. Jackie will also be trained to do the admin table.
- 10. Volunteers:** Good to see new volunteers. Nicola suggested that we should have a plan for the possibility that we might run out of food. Helen suggested getting lanyards to identify volunteers. Luke has spare lanyards.
- 11. Publicity:** Article in the Swanage News went well. Chris writes the column in Purbeck Gazette. Helen suggested Purbeck Coast Radio, Avril suggested Thelma Deacon would interview. Debby hoped that Abi would be back to help co-ordinate publicity before the potential second larder. Luke suggested posters in key locations and using school news letters. Debby will talk to Abi re branded lanyards. Nicola suggested a strap line of "Pay less, save waste". Helen suggested "Save money, save waste" which the meeting were keen on. Debby will check with Abi as our Publicity Officer.
- 12. Second Larder:** Potential to hold in centre of town. Experience from first larder invaluable. Should not promote yet as nothing agreed yet. Avril reminded the group that cutting food waste was an important element of FareShare and dealt with any stigma around food poverty.
- 13. AoB.** Sarah Spurling feels her work is done now that the project is up and running under the Development Trust umbrella, so she has stepped down from the Steering Group. We are keen not to lose our link with the Community Pantry, and Debby welcomed Paul Burd from Swanage Community Pantry to the meeting. However Paul was having IT problems so Debby arranged to call him to catch up properly.
- 14. Next Meeting:** 9th March at 5pm by zoom.