

The Westway
Minutes of the Board of Trustees Meeting
Thursday December 3rd held via ZOOM at 6.30 pm
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Present: Trustees

Jeremy Webster	JW - Chair & Trustee
Chris Botten	CB - Trustee
Lesley Dodd	LD - Trustee
June Hopkins	JH – Trustee
Connie Lewis	CL - Trustee
Caroline Liggins	CL – Trustee

Claire Richards	CR - Manager
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Visitors:

Dr Richard Wright	RW - Clinical Director, North Tandridge PCN
Lisa Sturges	LS - Bookkeeper
Lynne Martin	LM - Tandridge Voluntary Action
Pat Cannon	PC – Chair ESDAR

Vanessa Hosford	VH - Note taker
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Abbreviations - Tandridge District Council - TDC, Service Level Agreement - SLA
 East Surrey Rural Transport Partnership – ES RTP, East Surrey Dial a Ride – ESDAR,
 TVA – Tandridge Voluntary Action

Item		Actions & by whom
1.	JW welcomed everyone to the meeting.	
2.	<p>Remembering John Orrick</p> <p>i. JW spoke about the sad loss of John Orrick, former member of this Board and a huge contributor to work in the voluntary sector. CB spoke about knowing John since 1996 and how his passing is hard to bear. Both spoke about the kindness and humour of John and how he was always thinking of others. CR said he was a lovely man and a total gentleman who would be sadly missed by many.</p> <p>ii. CR said a Christmas Tree Appeal is being set up set up in John's memory with donations or messages put on the tree in clear baubles.</p> <p>iii. The funeral would be taking place on the 8th</p>	

	<p>put forward as possibilities. Lisa suggested an amount of between £20-£30K and offered to look into this and bring suggestions back to the Board.</p> <p>iii LD asked if it was correct that the meals bring in £3k but cost £4k? CR said yes but currently there is a grant for this. The idea is to get people to stay at home by 'delivering food to them' in their homes.</p>	<p>LS - to look into accounts that might be suitable and report back to the Board</p>
<p>5 & 6</p>	<p>Richard Wright - update</p> <p>i. Latest update is that cases of Covid-19 in Surrey are going down and hospitals are not in such an acute situation. However, re-infection seems more common than first thought.</p> <p>ii. People in hospital are not getting as sick as before, less invasive treatments are being used and the current treatment for the virus generally brings about better outcomes with more people being monitored at home after discharge.</p> <p>iii. RW spoke about the possibility of TWW being a location for a vaccine centre. It was ideally located and since a 'walk through' had taken place it showed how well organised and safe TWW was for this use. It was a credit to CR and her work in this area.</p> <p>iv. RW has been charged with overseeing the role-out of the vaccinations in the area. After many changes as to how this would happen and due to the fragility of the vaccine, it has now been agreed that East Surrey Royal County Hospital will receive the first batches. RW emphasised that it is an ever changing situation. Although the hospitals want to make a start with people leaving hospital it is envisaged that the 'pick up' rate might be low.</p> <p>v. RW spoke about the way in which the vaccine would be delivered, 975 doses in extremely cold boxes. Once out of the very cold environment it must be used within strict timescales, this leads to huge logistical problems.</p> <p>vi. RW feels that if they decide to use TWW it is likely to be in mid January once the vaccination programme really gets underway. JW and CR were thanked for all their hard work on preparing TWW which had led to the confidence in TWW as a venue. CB added his thanks but said he was concerned about the teachers and of them not being higher up in the priorities for vaccination.</p> <p>NOTE: Following the meeting CR informed Trustees that the Vaccination Programme is likely to begin at the WWY</p>	

	<p>knowledge would be a huge help. It was recognised that any capital expenditure needs to be underpinned with revenue.</p> <p>PC said that it was important to recognise that the £100 million was only for capital expenditure.</p> <p>RW said that the vision of Integrated Care in the future would include Health and Wellbeing. Subsequent funding was unlikely to stop and would be 'ring fenced'.</p> <p>LD and CL suggested that some trustee 'time out' , to look round the building and bring ideas together as to would be good.</p> <p>LM said that if we have a good building base it will help with securing revenue funding. Also, TDC have some expertise that could be drawn in too.</p> <p>CR said that she was really interested in the definition of a 'hub'. It was already clear from the groups that used TWW that there are a lot of groups that need somewhere to operate so ending up with a building that can be used collaboratively by a mixture of groups would be good for the community.</p> <p>RW said that any plans for this looking at this should include St Christopher's and First Community.</p>	
	<p>Actions from this meeting were:</p> <ol style="list-style-type: none"> 1. Setting up meetings with local politicians 2. 3rd week in January - review with Trustees and Advisors 3. Surrey Community Fund meeting 4. Small group of Trustees to look at possible re design of the building 	<ol style="list-style-type: none"> 1. CB 2. Everyone 3. LM 4. To be agreed
<p>A.O.B.</p>	<p>i. CR said that there would be a sing-along in the Car Park on the 22nd December.</p> <p>ii. CB said that Hillcroft School had a snow blower should one be needed.</p> <p>There meeting ended at 7.50 p.m.</p>	
	<p>This was followed by a Part 2 for Trustees only</p>	