

Agenda item: SC 67/23 a)



Woughton Community Council

Woughton Community Council Hub, The Local Centre,
Garraways, Coffee Hall, Milton Keynes MK6 5EG
Telephone 01908 395681
Email:reception@woughtoncommunitycouncil.gov.uk

Environment & Communities Evaluation Form

Name of Organisation	Beech Hill Resident Association
Amount awarded	£230.00
Purpose of Grant	XMAS DAY MEAL FOR WUGHTON RESIDENTS.

How has this grant made a difference to your group and the local people who benefitted from this project?

What lessons did you learn in the process of delivering this project?

That there are residents within Woughton Parish struggling to feed their families. or who are forgotten about / off the radar.

Please provide at least one quote or testimonial from a participant/service user describing their experience of this project

We would love to see any photographs that you are able to share with us, or please provide copies of any evaluation/feedback forms that you have. Should you require any assistance to complete this form or assistance with copying receipts etc, please do not hesitate to contact us.

Please complete and return to Woughton Community Council within six weeks (42 days) of your award, failure to do so may result in a 12 month ban of applying to Woughton Community Council Grant Aid

Updated July 2015



Lorna Loonie Webb

Admin · 5 d · 🌐

...

Thankyou [Charlie Marsh](#) and [Georgina Robinson](#) for all your help today cooking the dinner . Also 🍷 Steve Robinson for his help with the washing up . To Colin ([Theresa Kelleher](#)) husband for the lift to the centre and back . To [Lisa Cherry](#) for taking time out of her day to unlock and lock the centre .wcc for the £230. Towards this event And thankyou to all who came .

We had prawn cocktails for starters
Gammon turkey chicken and beef with all the trimmings for main meal.
Chocolate gateaux. Cheesecake . Xmas cake .
Mixed Berry tart . Xmas pudding . Chocolate cake .
Custard . Fresh cream . Evaporated milk for afters.
Plus mince pies and biscuits.
All washed down with pinot grinet. Tea and coffee .

[View insights](#)

330 post reach



Georgina Robinson and 31 others

11 comments



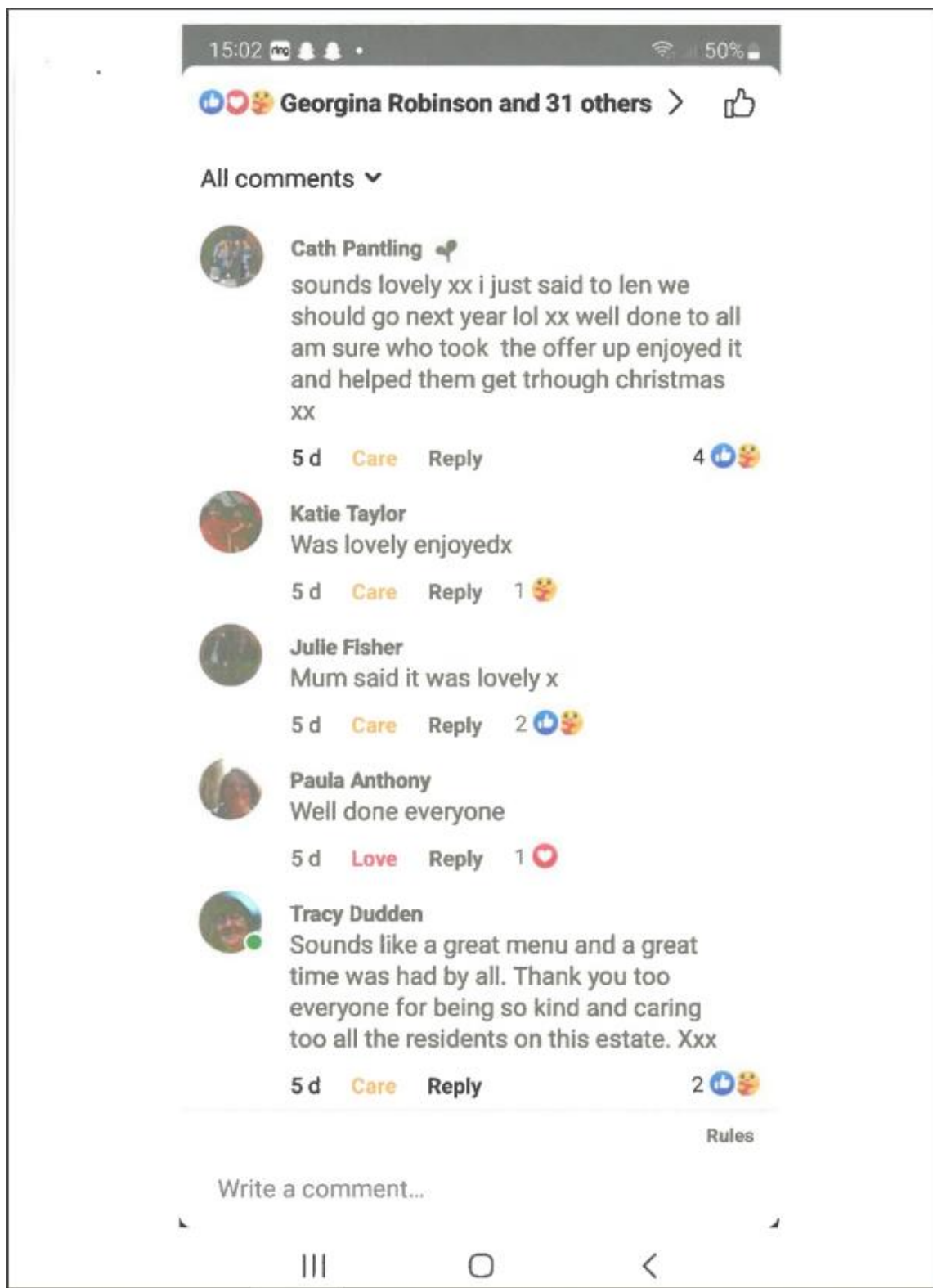
Like



Comment



Send



15:02

 50%

Georgina Robinson and 31 others

Jane White
Well done!!
5 d Like Reply

Hannah Hilton
Such a lovely thing to do at Christmas

5 d Like Reply

Glenda Gould
Well done to all x
5 d Like Reply

Linda Howarth
Well done!!
5 d Like Reply

Margaret Williams
What a wonderful thing to do for those who came x
5 d Like Reply

Tracey Mathias
Well done!! It was a lovely afternoon, thank you xx
4 d Like Reply

1

Rules

Write a comment...

Agenda item: SC 67/23 b)



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Environment & Communities Evaluation Form

Name	Pam Wilson
Position in group	Secretary
Phone number	

Name of Organisation	Eaglestone Residents Association
Amount awarded	£500.00
Purpose of Grant	Summer picnic in the park event

How has this grant made a difference to your group and the local people who benefitted from this project?

This grant enabled us to hold a picnic in the park in the summer. Initially planned for mid-August, we took the decision to delay it due to the intense heatwave that happened over the planned weekend.

The purpose of the event was to encourage community cohesion and provide a day with family friendly inclusive activities for all groups on the Estate. We provided a day that could be enjoyed at minimal cost to residents: entertainment was provided, children's activities including the bouncy castle was free, and we provided subsidised catering.

An additional component this year was to support local artisans and entrepreneurs by giving them the opportunity to set up stalls at the event to

sell their products. We did not charge pitch fees for these stalls as our goal was to give the stall holders the opportunity to promote themselves, and to get whatever return they may receive on the day. We had 9 stalls in the end, which reached the capacity of the area allocated for them: Henna, face painting, sweets, toys, resins, bathbombs & wax melts, cakes, knitted & handmade gifts, and slush & candy floss.

What lessons did you learn in the process of delivering this project?

With the expansion of our events from the first picnic last summer, we have recognised the need for some earlier planning to ensure adequate provision of first aid on the day. We have made do with having a first aid kit with the committee, and have not had any incidents, but recognise that as these events grow, having the likes of St Johns present will be more appropriate.

We have also realised the need to have a plan B in place for unexpected events, that require reorganisation at short notice, such as extreme weather events or pandemic-related situations.

Please provide at least one quote or testimonial from a participant/service user describing their experience of this project

Numerous individuals approached us on the day to express their appreciation for the event and encourage use to continue.

We have also received the following testimonial from one of the stall holders:

After attending the Picnic in the Park on Sunday 18th Sep, which was a later date than planned due to the weather. The ERA handled things really well, considering all the changes, especially as a stall holder made things better for us. I know my stall (sweet tooth & merch-larder) were really happy with the day.

For us it's a way of being out in the community, meeting new people & maybe new friends in the process, & more importantly be affordable for the community, so they feel they've had a great day out with not much cost . It encourages people to come outside & I'd like to see more events like this, & would definitely attend & take part in this event again.

- Tasha Perry, sweet seller .

Will this activity/project continue after the end of this grant? If so, please tell us where the funding will come from

This was a one-off event, but we will hold the event again next year, and will seek funding support from WCC and/or MKC for the event. We are looking at reclaiming some costs through our BBQ sales and small raffles, but the primary purpose will always be to have an event that is affordable to all residents.

How/where has the Woughton Community Council logo been used in conjunction with this grant

We were thankful for the use of the WCC gazebo with the logo on it, and we had WCC flyers with the ERA stand. We welcome additional ideas as to how we can promote the WCC through our events.

How many people benefitted from the grant?
Please specify numbers

Total number of participants:
 Young People up to the age of 18: ~ 120
 Adults: ~ 120
 Older People over 60: ~ 40
 Area attending from, please specify numbers

We estimate that about 75% were Eaglestone residents, with the rest from other local estates, including families and friends of residents. (too difficult to assign where they came from)

Tinkers Bridge:
 Netherfield:
 Beanhill:
 Coffee Hall:
 Leadenhall:
 Eaglestone:
 Peartree Bridge:

We do understand that it is difficult sometimes to gauge numbers, please estimate to the best of your ability

Please attach any relevant receipts to this form and detail them below

Item	Details	Cost
Bouncy castle	Children activity	£350.00
Elvis impersonator	Entertainment	£50.00
Blues brothers and audio equipment	Entertainment	£50.00
Hay bales	Seating	£95.00
Food and drinks	Catering	£432.92
BBQ cooks	Catering	£150.00
Recouped monies - unsold food		-£55.00
BBQ income		-£257.25

We would love to see any photographs that you are able to share with us, or please provide copies of any evaluation/feedback forms that you have. Should you require any assistance to complete this form or assistance with copying receipts etc, please do not hesitate to contact us.

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Agenda item: SC 67/23 c)



Woughton Community Council

44 Garraway's, Coffee Hall, Milton Keynes MK6 5EG

Telephone 01908 395681

Email:reception@woughtoncommunitycouncil.gov.uk

Grant Aid Evaluation Form

Name	Janette Bobey
Position in group	Secretary & Treasurer
Phone number	

Name of Organisation	Netherfield Residents Association
Amount awarded	£750
Purpose of Grant	Snow White Pantomime Trip – 10-12-2022

How has this grant made a difference to your group and the local people who benefitted from this project?

It made a difference to the NRA as a voluntary community group working for the residents of Netherfield. It has made a huge impact on the residents that attended, as it enabled them to go on a trip that residents said they would not have been able to go on without this project, to be able to go to see a pantomime was amazing at a time of coming out of Covid and the Poverty Crises that we are in, it was true escapism for not only the children but the adults too, this was just what residents needed to get them into the Christmas spirit. We gave all residents a bag of sweets each and a drink to take in with them, which also helped them to save money.

What lessons did you learn in the process of delivering this project?

People had to book at a set time and date, no deposits taken, advance notice given of when the tickets were on sale, allowing residents to save up for them, it gave us new residents attending, and a better way of booking, we will do it this way with all our events in the future.

Please provide at least one quote or testimonial from a participant/service user describing their experience of this project

Everyone said Thankyou and said how much they enjoyed it.

It was the first time me and my family have been to a Pantomime, the experience was amazing, thank you so much for doing this.

This is the best event the resident's association has delivered, wonderful experience.

Will this activity/project continue after the end of this grant? If so, please tell us where the funding will come from

No

How/where has the Woughton Community Council logo been used in conjunction with this grant.

On posters, on the NRA face book page, the NLC face book page, the information was also given out on information papers on the Coach.

How many people benefitted from the grant? **79**

Please specify numbers.

Total number of participants: **79**

Young People up to the age of: **37**

Adults: **30**

Older People over 60: **12**

Area attending from, please specify numbers

Tinkers Bridge: **3**

Netherfield: **76**

Beanhill: 0

Coffee Hall: 0

Eaglestone:0

Pear tree Bridge:0

We do understand that it is difficult sometimes to gauge numbers, please estimate to the best of your ability

Please attach any relevant receipts to this form and detail them below

Item	Details	Cost
79 seater with downstairs seating	information already supplied.	£595
79 Entrance Tickets	information already supplied.	£987.50
Sweets & Drinks		£30

We would love to see any photographs that you are able to share with us, or please provide copies of any evaluation/feedback forms that you have.

Should you require any assistance to complete this form or assistance with copying receipts etc, please do not hesitate to contact us.

Please complete and return to Woughton Community Council within six weeks (42 days) of your grant award, failure to do so may result in a 12 month ban of applying to Woughton Community Council Grant Aid

Agenda item: SC 68/23

WOUGHTON COMMUNITY COUNCIL

Services & Communities Committee

Wednesday 25th January 2023

PURPOSE OF REPORT:

To update the committee about upcoming youth projects or amendments to existing projects.

RECOMMENDATION:

That the Committee notes the report.

MAIN ISSUES AND CONSIDERATIONS

Under The Umbrella: The inaugural meeting has taken place, named roles have been allocated and agreed. The meetings calendar has been set for the year and the constitution has been written and agreed. The group are implementing the appropriate insurances and the group will be ready to commence service delivery from Wednesday 25th for youth and 1st February for parent/ carers support, on parish. No action is needed at this time from WCC. SM / TD are implementing a written SLA.

Free Little Library: This is a project that has been planned and ongoing by the Youth team for some time and we have been collecting books since prior to Covid closures. We have a metal cupboard ready but concerns have been raised about condensation. So, we have been looking for a wooden cupboard. Low staff and TD's available hours has prevented completion but it was presented as an option for collaborative working for the MK College community day which will release pressure on officers and enable completion of the project. The Free Little Library is a project to enable free access to books on a trust basis. The café has a book stock for adults so this project is for children and young people's books, with the hope that it will be accessed during walks to and from school and at weekends.

The cupboard will be placed outside No95 at the front side of the property against the metal fence. Following a risk assessment. The cupboard will be purchased with allocated youth budget but all decoration and fitting will be paid for and completed by the college as part of their community day in February.

No95 Gym use: Following committee and team's desire to utilise the gym more, consultation has begun to work with our local GP surgeries to offer social prescribing for health and wellbeing projects. The aim being that we will create an SLA with the community liaison practitioner, whereby they cover the cost of one trained person and we support young people through use of the gym, during the day to improve their physical and mental health. TD will update the committee when a proposal has been fully discussed and can be implemented.

Youth Advice Café: TD – Following the closure of the college youth drop in (due to covid) the loss of engagement and reduced participation of the C Card scheme has been noted as significant. At a time when signposting and referrals are very low but we are increasingly finding need is high, the Youth Manager has been exploring ways to return to delivering the weekly session. It will be impossible to

run from the college again and so an opportunity has arisen to restructure the session. It is proposed to move the weekly session to No95. Reduce delivery time by 2 hours of officer time (1 for each officer) widen the invitation to all young people aged 16yrs+ during term time, from the parish. It is proposed to start this as soon as possible to maximise of the added value of the session being added to our 'Warm Rooms' offer. TD will cover the youth based elements of youth advice and guidance: wellbeing, health, education and training, c card and healthy relationships, mental health etc and Lauren housing, benefits and access to adult services. This models will enable the youth team to support a transition into adult services.

We know that early intervention into the issues young people face has the greatest impact for a positive outcome for resolution of the current issue, improved problem solving skills for the young person and an increase in likelihood that the young person will engage with professional services positively as needed at a later date.

SP- These sessions enable the Advice Service to offer earlier intervention with residents when their financial and service access issues are beginning, rather than an entrenched practice of many years. It also supports the transition of young adults into accessing the community services as they become too old for the youth remit. We currently have very little engagement with local residents under the age of 30 years. This initiative will support the community team to broaden its reach.

FINANCIAL CONSIDERATIONS:

Under The Umbrella: We host the weekly group. Venue was agreed as free previously, WCC benefit from local young people having easiest access.

Free Little Library: The purchase of a second-hand wooden cupboard from allocated youth budget.

No95 Gym use: None. An SLA will be put in place to ensure replacement of any damages to equipment.

Youth Advice Café: No direct budgetary cost is foreseen other than staffing costs. The Fridge and Larder already supports some of the other youth projects with food and will undoubtedly, support this one. Weekly funds allocated for foods can be shared from other youth projects by cooking in greater quantities etc. Warm rooms funding can be used if really necessary although cost is expected to be negligible. Grants can be sought if a need presents itself to offer more refreshments than Fridge & Larder can enable.

STAFFING IMPLICATIONS:

Under The Umbrella: None

Free Little Library: No additional implication to those already planned and agreed. Working with the college team will reduce the use of the officer hours to those allocated previously. Youth team will simply stock the library on an ongoing basis.

No95 Gym use: None expected outside of usual officer input. By working in partnership the workload is shared, making it a manageable offer for the Youth team.

Youth Advice Café: Two officers involved for 2 hours per week. Previously this service utilised 6 hours of officer time (two officers for 3 hours each). This is a more economical use of officer hours to deliver what we previously delivered with potential for a wider reach and bonus of raising awareness of other services.

OTHER IMPLICATIONS:

None

BACKGROUND PAPERS:

Youth Advice Café- proposed changes.

AUTHOR

Tash Darling Youth Manager & DSL. Part Co-Authored Sean Perry for Youth Advice Cafe

Overview of proposed Youth Advice Café changes. T Darling. 17/01/23 Services Committee

Prior to covid the youth team worked in partnership with MKC Youth Faculty to deliver weekly Youth Drop ins at MK college, Chaffron Way campus. My main role was to offer sexual Health advice and healthy relationship guidance and Ben (previous Advice worker) brought an expertise around PIP, sofa surfing, housing etc.

We ran for 2 hours, it took half an hour either side to travel, set up and down. We relied on the support of another 2 youth workers from MKC Youth faculty. The downside was that our reach was only those who attended MK College. Although a high proportion of college students live on parish, they don't all and many of the young people who need our support in this way do not attend the college so cannot attend the drop in. MKC Youth team can no longer support so we cannot return to the college site unless we send more officers.

The proposal is that we move the drop in to no95 weekly. Running Wednesday lunchtimes for 1.5hrs – using only two officers. TD will offer all aspects of Youth specific advice and guidance, education and training, health, C Card and St Marks Meals access. Lauren would offer expertise around housing, benefits, PIP etc. Doing it now means we can use this as an additional warm room space offering warm food and a safe space for local young people- who are currently seen walking around Coffee Hall for an hour or two at lunchtimes. In addition, we will be able to offer the advice support to young people from MKA, St Pauls, Bridge, those Home educated and those out of education, meaning we can actively increase our reach.

What will it offer:

The Youth Advice Cafe is a space where young people can come to receive guidance and support on a wide range of issues, such as education, career development, mental health, and relationships, housing, benefits and get help completing paperwork and accessing other professionals. The cafe will provide a safe and welcoming space where young people can talk openly and honestly with trained professionals who will help them navigate the challenges of growing up.

Background:

Research has shown that young people often struggle to find the right support when they need it. Many feel uncomfortable talking to adults or don't know where to go for help. The Youth Advice Cafe aims to bridge this gap by providing a non-judgmental and accessible space where young people can seek advice and guidance on any issue that is important to them.

Objectives:

- To provide a safe and welcoming space for young people to talk about their issues and concerns.
- To connect young people with trained professionals who can offer guidance and support.
- To provide a wide range of resources and information on a variety of topics, including education, career development, mental health, benefits, housing and relationships.
- To access other services through signposting or referrals.

- To support the transition from youth to adult services.
- To create an opportunity for young people to take control of the things that trouble them, learn how to access support and implement change.

Conclusion:

The Youth Advice Cafe moving to no 95 will reduce office time whilst increasing reach and impact.

This cafe will be a safe, welcoming, and non-judgmental space where young people can talk openly and honestly with trained professionals. The cafe will also provide a wide range of resources and information on a variety of topics, helping young people make informed decisions and will enable us to signpost them to our own projects and other external services that will improve their wellbeing and opportunities.

WOUGHTON COMMUNITY COUNCIL

Services & Communities Committee

Wednesday 25th January 2023

PURPOSE OF REPORT:

To propose events for 2023, to enable planning and preparation.

RECOMMENDATION:

1. That the committee considers the upcoming Coronation and any activities or approaches that committee would like to see.
2. That the committee agrees to restarting 'festival', with an event to take place on Netherfield in July, incorporating the annual 'Beach Party'.
3. That the committee considers any other events that they would like to prioritise.

MAIN ISSUES AND CONSIDERATIONS:

Whilst some final tweaks remain necessary to fully determine the budgetary approach for the coming council year, the budget was agreed at Full Council on 16th January, to include an events budget of £8,000. This is a similar level to 2022/23 when the additional monies allocated for the Jubilee are included.

This year (2023) includes the coronation of King Charles that takes place in May. As with the Jubilee last year, this celebration includes an additional bank holiday (Monday 8th May). A variety of ideas have been suggested, including;

- funding to Resident Associations to provide estate based events
- an event on the 'green', with elements of the Jubilee event but with more activities (e.g. Lighting of the 'Beacon', with a new topper to reflect the difference of event, coronation chicken meals, music acts, etc.)
- Provision of commemorative trinkets, such as mugs, coins, etc. (costs vary from around £2 per coin, £3 for a small teddy or a tote bag, £3.50 per mug, etc.)

Due to the timing of the coronation, planning needs to start soon and so committee is asked for consideration of what may be wanted, if anything, to commemorate.

The other pressing decision is that of Festival. This was an annual event which was paused due to the pandemic. Prior to this, agreement had been reached that the next event would take place on Netherfield. Some early discussions have taken place around how this might happen, with one proposal being that the event incorporates the annual 'Beach Party' – this would work nicely if the event was to be held on both the ABC and Jed Adderley park spaces, with the road between them being closed as hardstanding for stalls, food, etc. This road would not prevent access to any housing and could be managed relatively simply. With a proposal that

the event 'launches summer' at the start of the holidays (around the middle of July), this could be an excellent way to bring people together in a large and diverse event.

As with the above, planning and preparation for this event if committee is supportive, needs to commence quite soon – based on previous years, a stage, children's activities, stalls for community groups, etc. and a proposal that this event includes every RA in some way too.

The formal proposal submitted by the Community Team is:

PROPOSAL

A one day Woughton Festival to take place on Saturday July 15th, 2023, on Netherfield. The day will combine three events, normally held separately:

Play Rangers Beach Party

This is normally held at the end of August to wrap up the summer, but it will be used in this instance as a launch party for the Play Rangers summer activities.

Woughton Festival

This will follow a similar format to the last Woughton Festival in 2019, with a live stage, food and refreshment stalls, games, crafts and activities.

Netherfield Fun Day

Last held in August 2019.

Suggested Running Order

The day will start with a 3 hour Beach Party on the Jed Adderley Park. The reasoning behind the relatively late start is to avoid holding the Beach Party during the hottest part of the day (between 11am and 3pm). It also means a later start for set up (previous events have had to be set up very early on the day).

Once the Beach Party finishes the focus will shift to the ABC park for the remainder of the day. The space at Jed Adderley Park will then be run as a community space for picnics and play activities.

Food Vendors

We want to encourage local vendors and groups to run food stalls at the event – existing Woughton street vendors alongside faith groups and community groups. We would particularly like to see Residents Associations working together to provide a range of refreshment facilities.

Financial Implications

A budget of £3,000 will be allocated as recommended by the Council Clerk. Additional funding will come from the section of the Youth budget normally allocated to the Beach Party. Running a single rather than 3 individual events has the advantage of economies of scale with regard to hiring equipment and facilities.

Staffing Implications

As with the financial implications there are advantages to running a single combined event in that it is far easier to get staff and volunteers together for one event than 3 separate events.

Other Implications

A partial road closure will be necessary on Farthing Grove for the duration of the event. This will not affect public access to any property on Farthing Grove, and footpaths will remain open along the entire street.

STAFFING IMPLICATIONS:

With both the above, it is likely that officers will be requested to work at weekends, so the sooner that we can gain agreement and support from council, the sooner we can request people book the time in. Having officer, councillor and volunteer support is key to a successful event.

OTHER IMPLICATIONS:

None perceived.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

Sean Perry – Community Services Manager

WOUGHTON COMMUNITY COUNCIL

Services & Communities Committee

Wednesday 25th January 2023

PURPOSE OF REPORT:

To propose service update papers for the coming year.

RECOMMENDATION:

- 1. That committee receives regular updates on all aspects of the services delivered, throughout the year.**
- 2. That these reports include outputs, outcomes, any case studies or notable achievements and any additional information that would benefit the committee to know.**
- 3. That committee may choose for additional information outside this programme.**
- 4. That in the initial stages, any feedback from the ‘deep dives’ is also included within the reports.**

MAIN ISSUES AND CONSIDERATIONS:

Ensuring that committee members and the wider council of elected members is up to date on service provision is essential. There have been occasions where it is felt this hasn't happened, with members unaware of the range of services in place, the way that they work and the financial implications.

To try and ensure that this is more effectively communicated, it is proposed that regular updates from each service area are provided to this committee, covering a range of information that will help ensure all members, officers and the public have knowledge of what is happening.

It is proposed that the updates include:

- Details of the services provided (if anything new)
- Outputs - Information regarding numbers of attendees, demographics (where appropriate), etc.
- Any statistical information (e.g. amount of food donated, type of advice offered)
- Outcomes – any significant benefits noted, such as monies awarded as a result of advice offered, volunteers moving into other roles, young people's achievements, etc.
- Any proposed initiatives for the future
- Any compliments, complaints or challenges that the service has faced
- Anything else that committee would like to see

It is proposed that these papers cover the main elements of current delivery, namely:

1. Landscape
2. Environment
3. Community Food
4. Youth
5. Advice and Wellbeing
6. Community Centres

With these six areas and 11 committees each year, it is recommended that each areas provides a report every six months, with an annual update from the Community Centres (shared oversight with Operations).

January	Youth
February	Landscape
March	Environment
April	Community Food
May	Advice and Wellbeing
June	Community Centres
July	Youth
August	No meeting
September	Landscape
October	Environment
November	Community Food
December	Advice and Wellbeing

STAFFING IMPLICATIONS:

Time will need to be allocated by managers to ensure all relevant information is collated and collected in advance and that papers are provided in a timely manner. It is advised that information is collected on an ongoing basis, with a view to simply putting in a report when needed.

It is essential that positives and challenges are noted and recorded as they occur.

OTHER IMPLICATIONS:

None perceived.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager

WOUGHTON COMMUNITY COUNCIL

Services & Communities Committee

Wednesday 25th January 2023

PURPOSE OF REPORT:

To propose obtaining and distributing 'Message in a Bottle' kits from within the council offices, events and similar.

RECOMMENDATION:

- 1. That the committee notes the report.**
- 2. That the committee agrees to WCC becoming a distribution point for the kits.**
- 3. That the committee agrees to WCC obtaining an initial batch of 100 bottles.***
- 4. That the committee agrees that WCC should pay for these and encourage donations towards the costs, in a similar way to the dog bags approach.**

MAIN ISSUES AND CONSIDERATIONS:

The Lions, Message In a Bottle scheme is a simple idea designed to encourage people to keep their personal and medical details on a standard form and in a common location. The bottle is kept in the fridge, where the emergency services will be able to find it in the event of being called to your home two labels are displayed on the inside of the front door or on the main entrance to your home and the other is for the door of your fridge.

It has been suggested that WCC could become a distribution point for the kits – these include a bottle, a form detailing the conditions relevant and door stickers to inform the relevant authorities.

There is no cost as these are provided through the Lions Club. However, it is recommended that WCC pay for the first 100 as a trial (cost of £35) and those that can make a donation towards this cost – a similar approach to the dog bags.

If this scheme is successful and further supplies are needed, it is anticipated that the donations from the first tranche can be used for more, making this cost neutral.

STAFFING IMPLICATIONS:

Staff will need to be aware of the scheme, know where they are stored and ensure they are available when requested – this may be via reception, but can also include events and activities and as a response from phone, email or direct messaging.

OTHER IMPLICATIONS:

None.

BACKGROUND PAPERS:

Lions-Message-in-a-Bottle-form.

Lions-Message-in-a-Bottle-Order-Form.

AUTHOR

Steve McNay – Council Manager



Lions Clubs International

MD105 British Isles

Lions Message in a Bottle

Order form

Order date		Lions Club	
Contact name		Delivery contact	
Contact no.		Delivery contact no.	
Invoice address		Delivery address	
Postcode		Postcode	

Items:	Unit details	Unit cost	Quantity	Total cost:
Pallet of bottles*	For all pallet enquiries please contact Lions National Headquarters on 0121 441 4544			
Box of bottles*	100 bottles packed into single box	£35.00		
Extra forms	Pack of 100 (insert into bottles)	£5.00		
Marketing leaflets	Pack of 100	£10.00		
Extra door stickers	Roll of 1000 (smaller amounts on request)	£15.00		
White display box	Per box	£4.00		
A4 posters	Pack of 10	£1.50		
A3 posters	Pack of 5	£3.00		
NOTE: Packing and postage costs to be added to invoice.		Total order amount		

* Individual bottles contain two door stickers and form for medical details

Send completed order form to	Lions Clubs International (MD105) British Isles Email: mdhq@lionsclubs.co.uk Post: 257 Alcester Road South, Kings Heath, Birmingham B14DT
Enquiries	Telephone: 0345 833 9502 or 0121 441 4544

Lions Message in a Bottle -- Personal details

NHS No. Date of Birth Age

Surname Gender

First Name(s)

Postcode Preferred Language

Do you have a Medic Alert pendant or bracelet?

Member No.

Diagnosis/Conditions I have

Illness

Detail any illness or drug therapy that might affect emergency treatment

Allergic reaction to medication

Detail any allergic reaction to medication you take

Allergies

Detail any allergies you have

Do you take medicine for?

Asthma	<input type="checkbox"/>	Dementia	<input type="checkbox"/>	Heart Problem	<input type="checkbox"/>
Diabetes	<input type="checkbox"/>	Parkinson's	<input type="checkbox"/>	Anti-Coagulant	<input type="checkbox"/>
Epilepsy	<input type="checkbox"/>	Motor-Neurone (MN)	<input type="checkbox"/>	Multiple Sclerosis (MS)	<input type="checkbox"/>
Other	<input type="checkbox"/>	I have communication problems	<input type="checkbox"/>	I need hearing aids	<input type="checkbox"/>

Your medication

Where do you keep your medication?

Room

Location

Important - Always keep your repeat prescription with your medication. Keep your medication in a box.

Your Doctor's details

Name of GP

Practice Address

Tel No.

Your Carer/Your Carer's Agency details

Name

Organisation Address

Tel/Mobile No.

Photograph

Important
Place a recent
photograph here

Emergency contact 1

Name Relationship

Contact Address

Contact Tel No.

Emergency contact 2

Name Relationship

Contact Address

Contact Tel No.

Further Key Details

Previous key address(es)

Details of previous address(es)

Employment details / Previous employment

Detail name and address of present or previous employer

Places of interest

Detail any places of interest that you visit often or have visited in the past

Habits / Hobbies

Detail any habits and / or hobbies that you regularly enjoy

Pets

Do you have any pets at home, and if so, what kind?

Mobile phone

Do you have a mobile phone? If YES, please enter the number



Please remember to ...

1. Ensure the form is completed, dated and signed.
2. A separate form must be completed for each person in the household who lives with an illness or allergy: ask for extra forms when you receive your pack.
3. Place the bottle in your fridge, **in a door compartment**, where it will be safe and quickly found.
4. Place the green cross sticker on the outside of the fridge door.
5. Stick the other label on the **inside of your front door** at eye level and in line with your door lock if possible.
6. Ensure that your current prescription is with your medication.
7. Keep medication in a box.

Are there any other details that may be required by the emergency services?

- Special instructions concerning your medication
- Special medical aids
- Communication difficulties
- Religion
- Hearing or visual problems

If you have a personal information folder, it contains important information that will help Emergency Services/Hospital staff. Please list it here and where it is kept:

Emergency Treatment & Escalation Plan

Advanced Care and Treatment Plan

☐

HAP Care Plan
(Health Action Plan)

☐

Where is it located?

The Herbert Protocol

☐

Do Not Resuscitate Info

☐

This form was
completed by

Relationship (if not
completed by you)

All the information is correct to the best of my knowledge and I accept that it is my responsibility to ensure that ALL the information on this form is kept up to date.

Signed

Print
Name

Date



Lions Message in a Bottle

The bottle found in the fridge

We Serve – We Care. Sponsored by your local Lions Club

This is a voluntary scheme for anyone living at home, who might be reassured to know that essential information would be readily available to the Emergency Services, not only to identify you, but to advise on relevant illnesses, allergies, medication and contact addresses, should you suffer an accident or sudden illness.

When time is saved, lives are saved

When Emergency Services see medical information and personal details of a patient, they can then render safer and speedier First Aid by short cutting time-consuming fact-finding enquiries about the patient.

What do you have to do?

Complete the form overleaf in ballpoint pen using BLOCK CAPITALS. Date and sign the form before placing it in the bottle.

A separate form must be filled in for each person in the household who has an illness or allergy: ask for extra forms when you receive your pack.

Supported by

Ambulance, Police, Fire & Rescue Services, Emergency Doctors, NHS Primary Care Trusts.

Disclaimer: Lions Clubs International MD1155 do not accept any responsibility for the details inserted on this form or for any additional paperwork included in the bottle.



WOUGHTON COMMUNITY COUNCIL

Services & Communities Committee

Wednesday 25th January 2023

PURPOSE OF REPORT:

To finalise the proposal for the obtaining of the Flood equipment.

RECOMMENDATION:

1. That committee considers this report.
2. That committee agrees to the obtaining of the equipment noted, specifically:
 - a. Storage – a container for the depot site (shared space)
 - b. Pumps and suitable power (petrol, diesel, battery)
 - c. Large brooms
 - d. Barriers
 - e. Waders, gloves and PPE
 - f. Dehumidifiers for post flood work
3. That the total cost for all storage and equipment should not exceed £20,000.

MAIN ISSUES AND CONSIDERATIONS:

WCC was awarded a Community Infrastructure Fund (CIF) grant in April 2022 towards the costs of a storage facility and equipment to address flooding issues. This has been significantly delayed by the challenges of getting a lease agreed and then, once that was completed, getting planning permission agreed. However, these two issues now appear to be resolved and as such, formal agreements for spending are now needed for ratification.

The discussions around flood equipment have taken place previously and this paper reflects these discussions – the equipment noted above and below is that which has previously been requested. This does not include the costs of the storage facility – this will be a container, with racking and suitable storage to sit within the new multi-purpose depot site and will house the flood equipment and, if space allows, other equipment that will benefit the community (tool library, etc.).



The cost of a 40ft container is approx. £7,000 delivered. With the additional costs of fencing, security, racking, etc., it is likely that this will take approximately half the funding in place (£10K). This leaves an additional £10k for equipment.



<https://www.seton.co.uk/polyco-long-john-gloves.html#86268011000> - £13.13



<https://www.seton.co.uk/osmo-flood-barrier-1.html#305SPA100> –
3metres - £14.99



<https://www.wickes.co.uk/Dual-Bristle-Heavy-Duty-Broom/p/190822?fix> -
£15 each



<https://www.screwfix.com/p/kohler-tr3-60h-c5-4-8hp-petrol-dirty-water-pump/2222K> -
£490 (incl. VAT)



<https://www.screwfix.com/p/ambler-danube-safety-chest-waders-black-xx-large-size-9/677GV> - £54.99

STAFFING IMPLICATIONS:



<https://uk.trotec.com/shop/ttk-170-eco-dehumidifier.html> - £380.00

It is recommended that the following be considered as the 'shopping list':

- | | |
|--|----------|
| 1. Container, security, racking | £10,000 |
| 2. Waders x 6 sets | £330.00 |
| 3. Gloves x 6 sets | £79.00 |
| 4. Water activated flood barriers x 300 metres | £1500.00 |

5. Brooms x 10	£150.00
6. Pumps x 4	£2000.00
7. Hoses, fuel cans, etc x 6	£1200.00
8. Dehumidifiers x 4	£1600.00

This leaves around £3000 remaining for any contingency issues and / or any further requests for additional equipment.

Committee may also want to consider more substantial barriers, such as:



<https://www.aspli.com/6336/boxwall-flood-barrier-wall-straight-section/> - £155.00 per section

This can be useful for diverting water where very heavy levels are present, but the expandable barriers noted above would cover most incidents within the parish. However, they are single use, with these barriers being able to be reused. They are, however, very expensive at £155 (+VAT) per metre (compared to the 3 metres for £15 for the alternative).

If committee is happy with the initial expenditure and proposal, this equipment can be bought before year end to ensure compliance with the funding in place.

OTHER IMPLICATIONS:

None perceived.

FINANCIAL IMPLICATIONS:

The budget for this is a 'match funded' approach, with half coming from WCC, matched by the CIF, up to a total of £20,000. There is already a budget in place for much of this, with funding allocated towards the depot and £3,000 allocated towards flood equipment. This means that any additional spend is limited and should not impact significantly on existing budgets.

BACKGROUND PAPERS:

None.

AUTHOR

Steve McNay – Council Manager