



Bledlow-cum-Saunderton Parish Council Village Support Group

Minutes of Meeting held 30th March 2020 at 6pm, Virtual meeting through Zoom

Online: - Cllr Simon Breese, Cllr Stephen Reading, Cllr Andrew Sage, Cllr Bill Bendyshe-Brown (Buckinghamshire Council),
Pat Cooke, Sarah Daly, Alastair Haywood, Rayna Owens, Cathy Stone, Eugenie Bendyshe-Brown.
Tracey Martin (Minute Taker)

1. Statistics and Metrics

- 1.1. Cllr Breese produced a short presentation (attached) showing how the United Kingdom is tracking against other countries. Cllr Breese suggested the previous estimate held true of there being about 50 people in the high-risk category in the Parish. Overall, there are now 95 volunteers equating to about one volunteer for every head of population. There is a low volume of requirement at the moment but feels that this will increase and we have the number of volunteers to deal with it.
- 1.2. Cllr Bill Bendyshe-Brown reported that he had spoken to two council officers today with regards to what the Central Government consider to be the most vulnerable in order to compare with our lists and also asked if the list can be made available to the working group.
- 1.3. Discussions were had on how to handle Horsenden much of which falls outside the Parish. Cllr Breese felt that if requests were received then we should handle them. Cllr Bill Bendyshe-Brown reported that he had set up a support group in Horsenden Lane for 3 most vulnerable families living down there.

Action: Cllr Bill Bendyshe-Brown

2. Pharmacy Collections

- 2.1. Cllr Sage reported that there will be dedicated days for each chemist with 2-3 collections per chemist per week with a rota to be drawn up. Cllr Sage stated that he now has access to the Covid email address and asked Sarah Daly whether the requests for Bledlow should be forwarded to her. Sarah Daly felt that they should join forces which would add volunteers to Bledlow Ridge pool. It was agreed to work together and then prescriptions for Bledlow would be centrally dropped and distributed.

3. Groceries – Preparing for the Peak

Bledlow Ridge Store

- 3.1. Rayna Owens reported that The County Store had been provided with a list of volunteers, however, they have decided to employ a couple of part-time assistants. They also have use of a bigger vehicle to assist with Cash and Carry runs. Rayna Owens reported that The County store has actions in place including hand sanitiser, 1 person in the shop at a time, markings on the floor and an online ordering system. The shop opening hours have been posted on Facebook.
- 3.2. Discussions were had on whether an additional fridge / freezer is required. Rayna Owens reported that it is not required at this time. Alastair Haywood stated that there is an under counter fridge at the school which could be taken out of the staff room if required.

4. Email and Telephone Monitoring

- 4.1. Cllr Sage reported that this is all in place and working well.

5. Wellbeing and Isolation

- 5.1. Eugenie Bendyshe-Brown reported that she had made connection with Fiona Durban and asked if Fiona would be included in these calls. Cllr Breese to invite. **Action: Cllr Breese**

6. Safety

- 6.1. Cllr Breese asked what other measures we could put in place aside from the hand sanitiser which we have on order and added that it seems paper bags and cardboard are better vessels to hold shopping / prescriptions than plastic.
- 6.2. Tracey Martin reported that in the hand sanitiser order there would be more than enough for volunteers however, they would need to provide a small bottle. Tracey to chase when the delivery will arrive.
Action: Tracey Martin
- 6.3. Discussions were had on whether rubber gloves are effective. Eugenie Bendyshe-Brown felt like gloves made people aware not too touch their face but highlighted the issue with latex gloves and that some people are allergic. Tracey and Eugenie to discuss the best type and Tracey to source gloves. **Action: Eugenie Bendyshe-Brown & Tracey Martin**
- 6.4. Cllr Reading raised a concern with direct contact with regards to deliveries groceries / prescriptions. Discussions were had and it was agreed to implement a phone policy whereby volunteers would call the resident to inform them that they are at their gate then deliver to the edge of their garden. Cllr Sage to communicate this to volunteers. **Action: Cllr Sage**
- 6.5. Sarah Daly asked if cash had been an issue. Raynor Owens reported that they have advised volunteers to avoid the use of cash and given guidance.

7. Data and Tracking

- 7.1. Cllr Breese reported that Pat Cooke and Cllr Sage are inputting the data requests and vulnerable people into the spreadsheet. Sarah Daly raised a concern that she hadn't identified everyone who falls within this category. Pat and Sarah to update data.
Action: Pat Cooke & Sarah Daly
- 7.2. Cllr Sage presented the crib sheet which is used when speaking to a member of the public which includes permission to retain details and whether they are vulnerable / living alone. Cathy Stone asked whether it included next of kin information. Discussions were had and it was agreed that this information would be better obtained by the phone support team. Cllr Breese asked Sarah Daly if she had access to the crib sheet. Tracey Martin to give Sarah Daly access to the files.
Action: Tracey Martin
- 7.3. Cllr Breese asked if we need a sub page for volunteers on the website to provide information. Everyone was in agreement.
Action: Cllr Breese & Cllr Sage

8. Finance and Expenditure

- 8.1. Cllr Breese reported that at the end of each month the Work Group needs to report to the Parish Council. This will include a spreadsheet with what was spent and when. This will be sent to the Parish Clerk copying in Cllr Castle. If buying through another method other than Tracey Martin's card a PDF receipt must be supplied. Tracey Martin requested that if a payment is urgent rather than sending an email to text or call her mobile.
- 8.2. Cllr Bendyshe-Brown reminded the meeting that his Booker card is available for use by the Working Group.
- 8.3. Cllr Breese reported that any purchase over £50 should be approved by two councillors within the Working Group – Cllr Breese, Cllr Reading and / or Cllr Sage. Cllr Reading felt that the amount was too low and will raise this with Cllr Castle. **Action: Cllr Reading**
- 8.4. Cllr Breese stated that he had had discussions with Cllr Castle as to what would happen if Tracey Martin was to succumb to Coronavirus. It was agreed that Cllr Castle would obtain the card from Tracey Martin should this happen.

9. Communications and Email Broadcast

- 9.1. Cllr Breese stated that he had not received recent material for the website and felt that it was the right time to send an email out to people subscribed to the mailing list to update on prescription service and support with groceries. Cllr Sage to draft details of prescription service and send to Cllr Breese.
Action: Cllr Breese & Cllr Sage

- 9.2. Discussions were had on adding Parish News banner on the home to give the latest updates on Covid-19. **Action: Cllr Breese**
- 9.3. Cllr Bendyshe-Brown reported a Central Government Whatsapp service which has been introduced and suggested everyone consider signing up. The Govt WhatsApp number is 07860064422.
- 9.4. Discussions where had on other methods to keep residents up to date. Messenger has reported that their printers have now shut and we need to check with Contact magazine. It was also agreed that it would be useful for information to go onto Parish Noticeboards but that the only way to ensure that everyone receives updates is through leaflets.

10. AOB

- 10.1. Cllr Reading asked whether there was a requirement for identification for volunteers. Cllr Breese agreed to draft a letter on headed paper. **Action: Cllr Breese**
- 10.2. Cathy Stone raised a concern with requests and if they involved something serious. Cllr Bill Bendyshe-Brown stated that any areas of concern over senior citizens should be passed to himself and for any issues with child welfare / safety to Andrew Haywood.
- 10.3. Cllr Bendyshe-Brown reported the Princes Centre was acting as a support centre for distributing central government aid to known local 'at risk' residents. Cllr Breese asked for clarification on whether this activity would work independently of the Parish Council as it was important that residents know where to contact in order to avoid confusion. **Action: Cllr Bendyshe-Brown**
- 10.4. Eugenie Bendyshe-Brown reported that the WI Link group is working well and getting good feedback. A request had been received for a lady looking for audiobooks which Eugenie is working on. Eugenie also reported that the Peacock in Henton is now offering delivery locally but not sure on exact delivery range.
- 10.5. Pat Cooke stated that in Princes Risborough they have the Risborough Basket and if there were sufficient volunteers it could be expanded. Cllr Breese felt the first priority had to be prescriptions and groceries and currently we are only missing a butcher to deliver locally. Pat Cooke made a plea for establishing more than one supplier for resiliency. Cllr Bendyshe-Brown to put Cllr Breese in contact with Cllr Walsh (Mayor of Risborough) to discuss Risborough Basket's coverage. **Action: Cllr Bendyshe-Brown / Cllr Breese**

11. Date of next meeting

Monday 6th April 2020

Meeting closed at 7.35pm

Addendum (material not discussed during the meeting)

Buckinghamshire Council have started a daily video update:

<https://www.buckinghamshire.gov.uk/coronavirus/video-updates/>

Central Government Coronavirus WhatsApp service

<https://www.gov.uk/government/news/government-launches-coronavirus-information-service-on-whatsapp>