



Spring 2008 Newsletter



***Stimulating and Developing
Voluntary and Community Action in the District
of Babergh***

Welcome to Babergh Communities Together Spring 2008 Newsletter.

Here's a quick introduction to the new BCT team

Marian Sedwell, Chief Executive is responsible for the management of Babergh Communities Together and Volunteer Centre Babergh. She works with Nicki in getting groups started and developed, with Jo on volunteering initiatives and with Ruth on promotional activities. Marian is an accredited funding advisor and trainer and acts as a voluntary sector representative on West Suffolk and East Babergh Local Strategic Partnerships. She also assists Babergh District Council to engage with voluntary and community groups, especially for their community grants programme.

Email: marian.sedwell@bctssuffolk.org.uk



Jo Travis Shelton, Volunteering Support Officer for **Volunteer Centre Babergh** matches all sorts of people with a wide range of volunteering opportunities and gives everyone the chance to make a real difference to their community.

Email: volunteerinbabergh@bctssuffolk.org.uk

Nicki Garrard, Community Projects Officer helps new projects to find their feet and assists existing groups with action plans, small funding applications and general advice. Email: nicki.garrard@bctssuffolk.org.uk



Ruth Kemp, Information and Communication Officer, keeps you informed about upcoming special events and dates for Funding & Development Surgeries. She updates the website, puts together this newsletter and makes sure you are always up to date with events from around Babergh.

Email: ruth.kemp@bctssuffolk.org.uk



Network Events

"Going Green"

Looking at reducing the carbon footprint of your group

**Thursday May 22nd 2008
10.00am- 12.30pm**

Hintlesham and Chattisham Community Hall

"The Changing World of Funding"

Looking at how tendering and commissioning might impact on your group

**Wednesday 2nd July 2008
10.00am- 2.30pm**

Hintlesham and Chattisham Community Hall

BCT Network Events are a great opportunity to catch up with people from other groups, share ideas and find out more about topics that could affect your group.

Information about these events is included on our website at www.bct Suffolk.org.uk

If you would like to come along call us on 0845 2606340 or email info@bct Suffolk.org.uk

Q&A

Here are some questions that groups often ask- and some answers that we hope will help!

Q

Our community group has an annual income of £2,500. Do we need to become a registered charity?

The short answer is no. The Charity Act 2006 increased the annual income threshold before registration is required from £1,000 to £5,000. Your community group should, though, have a constitution, laying out the rules upon which it operates. If you would like further information about how best to run your group, please contact Marian Sedwell, at Babergh Communities Together on 0845 370 6340 or her mobile 0790 228 2573.

A

Q

The waiting list for our service is getting longer and longer because we don't have enough volunteers to help us. How can we recruit more?

Jo Travis-Shelton, Volunteering Support Officer for Volunteer Centre Babergh will be happy to help. Please contact her on 0845 260 6340, on her mobile 0792 359 1139, or via email

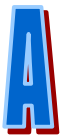
volunteering@bctsuffolk.org.uk

A

A large, stylized blue letter 'Q' with a red shadow, positioned at the top left of the first question bubble.

The kitchen cupboards and worktops in our village hall need to be replaced and the roof is leaking. Where can we get some funding?

Suffolk ACRE's Village Hall Advisory Service is a very good starting point. Email Sam Jackson at villagehalladvisor@hotmail.com or call him on 01473 242512. Alternatively, Babergh Communities Together run regular Funding and Development Surgeries in Sudbury, Hadleigh and on the Shotley peninsula. You can see forthcoming dates on the back of this newsletter and ring 0845 260 6340 to book an appointment.

A large, stylized blue letter 'A' with a red shadow, positioned at the bottom right of the first answer bubble.A large, stylized blue letter 'Q' with a red shadow, positioned at the top left of the second question bubble.

We are running an event for children and young people. Do we need to get Criminal Records Bureau checks done for the volunteers who will be helping on the day?

All volunteers and employees who are working with children and young people should have a Criminal Records Bureau check done. The checks are there to protect the volunteers as well as the children and young people they are working with. The **Suffolk Befriending Scheme** will be happy to instigate the checks for only £5.00 admin charge for each volunteer. For further details please ring Vicki Thompson on 01787 371338.

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If you have any questions for Q&A, please let us know. We'll do our best to answer as many as possible in the next BCT Newsletter.

www.bctsassuffolk.org.uk

Click on to our new website and you'll discover an easy way to find information, get in touch and see what's going on in Babergh and beyond.

We regularly update the website to bring you the latest information about BCT Events, Volunteer Centre Babergh, Funding and Development Surgeries, Resource Loans and much more.

Visit the Events Calendar and you'll find information about events taking place across Suffolk, making it easy for you to access the help you need whenever and wherever you need it.

There's also practical advice about everything from setting up a new group to information for first time volunteers.

We send an email version of the BCT Newsletter and post a copy on the website too so you can view future editions there rather than receiving a paper copy. If you would like to do this, go to the Contact Us page on the website, send us your email address and we'll do the rest.

www.bctsassuffolk.org.uk

Volunteer Centre Babergh

If you're looking for a new volunteering opportunity or if you need some volunteers for an existing or new project, come and have a chat with **Jo Travis-Shelton**, the **Volunteering Support Officer** for **Volunteer Centre Babergh**.

Hadleigh Library, Wednesdays 9.30-12.30

**Sudbury, The Christopher Centre,
Thursdays 9.30-4.30**

**Shotley Village Hall, Fridays
9.30-12.30**

Call Jo on **0845 2606340** or **07923 591139** if you want any more information, or to arrange a time and place that suits you.



In the Summer, Babergh Communities Together will run a Community Group Start Up course called ***Turning your Ideas into Action***

Tue 3rd June
Tue 10th June
Tue 24th June
Tue 1st July
Tue 8th July
Tue 15th July

**Hadleigh Business and
Learning Centre**

9.30am-12.00pm

The early days of a new Voluntary or Community group can be exciting, challenging and rewarding. The aim of this course is to give new groups and projects the information and advice they need to get a real head start.

If you're interested, ring us on 0845 260 6340 or look out for more information on our website www.bctssuffolk.org.uk

Are you familiar with The Compact in Suffolk? The Compact is a set of guidelines and principles that voluntary and community organisations and public agencies can adopt to improve working relationships between the two sectors.

Voluntary and community organisations make a major contribution to society. They promote equality and diversity, help to alleviate poverty and improve quality of life. They help the socially excluded to get involved and make an important direct economic contribution to the County. Public sector agencies play a positive role in promoting and supporting the work of voluntary and community organisations. When public sector agencies develop policies or programmes they have an impact on the work of voluntary and community groups. The Compact in Suffolk helps to make this impact positive.

The Compact is designed to encourage each sector to recognise and respect the importance of the other's role. The Compact should be integral to policies, agreements, plans and action undertaken between the voluntary and community sector and public bodies.

Yes, but what IS it?

In reality, it's an 8 page document, which sets out principles for the Voluntary and Community Sector and the Public Sector to adhere to, ensuring best practice when they work together. It is underpinned by 5 Codes of Good Practice: *Volunteering, Community Groups, BME and Diversity, Consultation and Funding and Procurement*.

The original Suffolk Compact was launched in 2002, but the Compact in Suffolk has been refreshed over the last two years. Voluntary and community sector agencies and public sector agencies are now being asked to sign up to and re-commit to a **Compact Way of Working**.

Who has signed?

To date, we have a commitment to signing The Compact from a wide range of public sector agencies, such as Suffolk County Council, the Primary Care Trusts, the Learning and Skills Council, JobCentrePlus, GO-East, District and Borough councils, multi-agency partnerships and the voluntary and community sector. A full list is available on www.savvo.co.uk.

Why should you sign up?

The Compact in Suffolk can only work effectively if organisations commit to it. It must become a part of any joint undertaking between the sectors. We find that it can now be used effectively and can be coupled with the principles of Public Law to challenge the decisions and actions of both sectors. All public sector agencies are signed up to the National Compact via the Government's commitment, so if the local Compact is not robust enough, this can be cited in challenging non-adherence to best practice. Of course, this is a two-way process so voluntary and community organisations can also be challenged on their actions and behaviour. Having a local Compact opens a dialogue between the sectors, and leads to better communication and more understanding. It is in everyone's best interest for relationships between the sectors to move forward, and with the Compact in Suffolk setting out shared best practice, that's exactly what they will do.

Further information is available on www.savvo.co.uk under Representation and Partnerships.

Good News!

Volunteer Centre Babergh has been awarded Volunteering England's quality mark, showing that we always aim to provide our volunteers with the best possible service.

This Spring you have the chance to become a **BCT Network Member**.

There's no fee and you will receive a certificate of membership. As soon as you become a member, you will be able to loan equipment free of charge (see the *Rethinking Resources* page for details).

We are hoping to develop other member benefits throughout the year too, so email your details to info@bctsuffolk.org.uk.

You have the chance to make your mark on the BCT Newsletter!

If you have any ideas, articles or comments that we could feature in the BCT Newsletter do let us know. The deadlines for submissions are **Friday 6th June**, **Friday 5th September** and **Friday 7th November**.



Fun Fundraising!

Money making ideas to put a “spring” in your step

Bulb Growing Contests

Sell bulbs to contestants. Contestants take the bulbs home for a set amount of time and aim to grow the tallest plant. All the plants are brought back at a stated time and place to be measured. The owner of the tallest plant wins a prize.



Sponsored walk

Challenge entrants to walk between two landmarks within a set time limit or hold a “sponsored toddle” around a local park if you want to include lots of young families.

Treasure Hunt

Set up clues around the area you are using. Contestants pay an entrance fee to follow the clues and find the main prize. Consider giving away small prizes, (e.g. badges or balloons) to everyone who takes part as a memento of the day and a reminder of why you were raising money.



Project 999

A group who needed to secure further funding for a project approached Babergh Communities Together for ideas. The group want to install play equipment on a grass area in their village. The land is owned by the Village Hall Management Committee. The cost of equipment will be in the region of £40,000, of which nearly £20,000 has already been raised. The group is not a registered charity and has no constitution. It sees itself as a sub-group of the Village Hall Management Committee, but they do not report to the Committee and the Committee has no control over their activities. However, the group has a good working relationship with the Village Hall Management Committee, which allows them to use its charity registration number on funding applications. The Parish Council has agreed to purchase the play equipment on the group's behalf, meaning no V.A.T. has to be paid and reducing the cost of the play equipment considerably.

What are the problems?

- The use of land that the group does not own or hold a lease for.
- The group's use of the Village Hall Management Committee's charity registration number when they are clearly operating independently of it.
- The group's avoidance of paying VAT. This is lawful but it could be construed as evasion, which is unlawful.

What are the solutions?

- The group should form a partnership with the Parish Council and the Village Hall Management Committee, and hold a meeting with them to create an agreement that outlines the roles and responsibilities of each organisation/group. For example, the Parish Council could take responsibility for purchasing the play equipment, the Village Hall Management Committee could permit the play equipment to be installed on its land for an undefined period of time, and the group itself could take responsibility for the installation and the on-going maintenance of the play equipment. Babergh District Council can advise and, if required, arrange an annual inspection of the equipment.
- The group should put in place a constitution and operate in accordance with its rules, and register as a charity with the Charity Commission. The group should also declare the Parish Council and the Village Hall Management Committee as partners on funding applications, so that the nature of their involvement and support is completely transparent.
- As for the further funding that the group were seeking, Babergh Communities Together undertook a funding search and pointed the group in the direction of a number of charitable trusts that might assist them. The group is now well on the way to fulfilling their goal of having a well-equipped play area in their village, for children and their parents to enjoy.



The West Suffolk Local Strategic Partnership (LSP) brings together public sector organisations and

representatives from local businesses, voluntary and community groups. It covers the areas of St Edmundsbury, Forest Heath and West Babergh.

Part of our job is to provide grants to local groups. Last year, West Suffolk LSP made life better for 16 local projects. We provided money for new toys and equipment for pre-schools and after-school clubs, funding for a new magazine for older people, and supported conservation projects, information leaflets, improvements to Village Halls and much more.



We also launch our own projects and support partner work wherever we see there is a need. We recently gave out hundreds of free 'non-slip slippers' to older people to reduce the risk of them slipping in their homes.

We are involved with a large number of other projects too. We support social clubs for young people who care for relatives with alcohol problems, Good Neighbour Schemes that help older people feel less isolated and schemes that help people with disabilities to get fit. We also organise festivals of culture to celebrate the area's rich cultural mix and offer information and support to non-English residents.

West Suffolk LSP will continue to touch the lives of local people. If there are schemes here that you are interested in, or if you would like to know about the other groups we are involved with, visit our new website at www.onesuffolk.co.uk/WSLSP or contact David Wood, WSLSP Manager, on **01638 719285** or email david.wood@stedsbc.gov.uk

.....Rethinking Resources.....

If your group is planning a special event or fundraising activity this year, but can't afford to invest in expensive IT and multimedia equipment, don't put your plans on hold.

We have ...

.....Digital Cameras Projector Screens.....

Powerpoint projector.....Overhead projector

.....Camcorder and Tripod.....

...Television.....DVD player.....Display Boards.....

...all available for hire by any Voluntary and Community Group who have a registered charity number or their own written constitution.

Items of equipment can be hired for **1 week** for just **£5 per item**.

We offer photocopying and laminating services at The Christopher Centre, Sudbury, too.

Photocopying 10p per black and white copy
15p per colour copy

Laminating 50p per sheet

For a full list of equipment and office services available, visit www.bctsoffolk.org.uk or contact us on **0845 2606340** or **0845 3706340**



If you're looking for new sources of funding or need advice about developing your group, come to a

Funding & Development Surgery

You will receive an hour of one to one support where we focus on your specific needs.

Shotley Village Hall	Sudbury The Christopher Centre	Hadleigh Business and Learning Centre
Wednesday 2 nd April	Wednesday 9 th April	Tuesday 22 nd April
Thursday 8 th May	Wednesday 14 th May	Wednesday 28 th May
Thursday 5 th June	Wednesday 11 th June	Thursday 26 th June
Wednesday 9 th July	Wednesday 16 th July	Tuesday 22 nd July

All Surgeries run from 10am – 1pm by appointment only

Call Marian Sedwell, (Accredited Funding Adviser) on

**0845 260 6340 or 0845 370 6340
or mobile 0790 228 2573**

Suffolk's Voluntary & Community Sector Infrastructure promoting  Funded by the Home Office



Babergh Communities Together Ltd is a registered charity (No. 1119569) and a company limited by guarantee registered in England (No. 6124829). The registered office is at The Christopher Centre, 10 Gainsborough Street, Sudbury, Suffolk, CO10 2EU