



Chief Constable Mark Rowley with representatives from Staines Street Angels

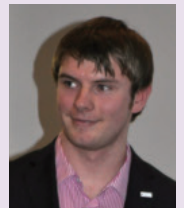
Winners – Oliver Tompsett, Lindsey Hanks and David Hanks



Bob Weldon-Gamble, Surrey Fire & Rescue with Lindsey & David Hanks

Youth Award – Sponsored by High Sheriff of Surrey Awards

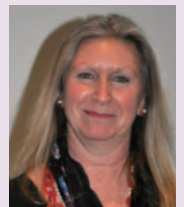
A young person (19 or under or 25 and under where the young person has a disability and/or learning difficulty) who makes an active and positive contribution to their community.



Winners – Chris Jefferies & Cara Bennett

Community Safety Award – Sponsored by Surrey Crimestoppers

An individual or group who, through their activities, makes their local community safer eg. crime prevention, consumer protection, fire and road safety.
Winner – Mary Wethey



continued on page 2

Surrey Inspiration Awards are announced

Volunteers across Surrey were presented with awards at the University of Surrey following a celebration to publicise helping others.

Surrey Inspirations Award, promoted by **Surrey Strategic Partnership** and **Surrey Police** had two main aims; to recognise the outstanding achievements of some of the army of volunteers working across Surrey, and to inspire others to think about getting involved.

The award programme, partly funded by **WEA**, asked for nominations in eight categories. Other sponsors, including the University of Surrey, helped make the event a special occasion for those receiving awards.

The winners were as follows:

Chief Constable's Local Heroes Award

An individual or group who has gone beyond expectation in helping to make Surrey a safer place in which to live, work and travel.

Winners – Staines Street Angels

Courage Award

A person who through an exceptional act of courage and determination, has protected others from harm and helped create a safe and confident neighbourhood.

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From the Chief Executive Jean Roberts-Jones

New Financial Year – New Opportunities, it is going to be hard work!

By now, hopefully all of you will know what your organisation will need to do financially to get to the end of March 2012. Surrey CA's trustees and officers have spent long hours reviewing our own strategy for the future. This is the process we have used and it works. If you need further help, please give us a call.

1. **Go back to the basics**

What are you trying to achieve?
For Surrey CA our mission remains *To strengthen and support the voluntary, community & faith sector.*

2. Then, what are your key assumptions? Again for Surrey CA,

- Does Surrey need a countywide support agency? *YES*
- Should we stay at Astolat? *YES*
- Should we work in partnership/ collaboratively? *YES*

Your own list will differ.

3. Then we did the traditional strengths, weaknesses, threats and opportunities which led us to agree our strategic objectives.

It takes time; the only certainty is that we all need to change, to do things differently, hence asking you to consider receiving the magazine electronically as a pdf file to help us save postage.

Cuts mean we will all look different in the future, including Surrey County Council and other partners,



but we all still want to provide a quality service to our clients. How we do it will need innovation, changing resources but always remembering why we do it. Young people enjoying activities rather than crime, older lonely people socialising and staying active, footpaths cleared so others will enjoy the countryside and so much more.

Jean Roberts-Jones, Chief Executive
Tel: 01483 447100
Email: jeanr@surreyca.org.uk

Surrey Inspiration Awards 2010 cont'd

Working Together Across Communities

A person or group that has worked to improve the quality of life in a neighbourhood and encourages cohesive communities by bringing different groups, cultures and faiths together.

Winner – Raj Chhetri

Dr Andrey Povey, Leader of Surrey County Council with Su Johnston



Inspiration Award

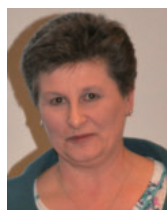
An individual or a group activity that has inspired others to volunteer.

Winner – Su Johnston

Life-time Achievement Award

A person who has made an outstanding and exceptional long term commitment to voluntary/community causes as a volunteer.

Winner – Elaine Lush



Going Green Award

An individual or group who has made an outstanding effort to improve the environment and lives of people around them eg. through energy-saving initiatives or improvements to the natural environment.

Winner – Jill Stephens



Surrey Community Action organised the event on behalf of the Surrey Strategic Partnership and Surrey Police and were delighted to act as the administrators. CEO Jean Roberts-Jones said, "Our aim as an organisation is to strengthen and support the voluntary, community and faith sector and inspiring volunteers to come forward is vital to local groups who need more help. If anyone is interested in finding out more, they can ring 0845 0344111 and a local volunteer centre will help them, or look on the website www.do-it.org.uk for opportunities."

If anyone wishes to nominate someone for the 2011 awards, please contact Anne Barry at Surrey Community Action on: Tel: 01483 447116
Email: anneb@surreyca.org.uk



Surrey CA seeks feedback on ideas for new services

A big thank you to all of you who joined the Surrey CA team at the EGM on Tuesday 25 January 2011 at the Ramada Hotel in East Horsley.



Susie Kemp

We asked for feedback on our services, and views on what you would like from us in the future. Many of those suggestions will be found in our new Strategic Plan, out shortly to

members and available on our new website. Times of training courses have also been revised, so please look out for the new brochure.

However, there were a few suggestions on which we would like to hear more from you to see if we can make them viable:

- **Recruitment** – a range of services to help organisations recruit new staff (yes, we are thinking ahead!), support with job descriptions, advertisements, shortlisting and perhaps sitting on selection panels
- **A telephone answering service** – people like to talk to real people so Monday to Friday our team could take your messages which we would forward or which you could retrieve
- **A collective raffle** – organisations would join together with us to raise funds. A large prize could be offered and all costs and returns shared.

If you have any thoughts or comments, Jean Roberts-Jones would like to hear from you on:

Tel: 01483 447100

Email: jeanr@surreyca.org.uk



Over 10,000 hours service by Surrey CA's longest serving volunteers

Surrey Community Action staff took the opportunity at their Christmas Lunch to say a final thank you and goodbye to their longest serving volunteers, Roy and Phyllis Pike.

Newest volunteer, Chair Peter Gordon (appointed this year), joined CEO Jean Roberts-Jones in presenting Roy and Phyllis with a large hamper as a way of thanking them for all their hard work. Jean said, "Such a contribution to a charity couldn't go unnoticed. We have been very fortunate to have had their support, totalling over 10,000 hours."

Roy and Phyllis Pike, with other volunteers, took over running of the sale of Christmas cards between 1986 and 2002, raising an amazing £679,895 for charity. Phyllis Pike had worked for the organisation as Finance Officer

from 1974 until her retirement in 1986. After helping for many years with the annual Christmas card sale, both Roy and Phyllis continued to work at Surrey Community Action, volunteering their bookkeeping skills. Phyllis said, "We have enjoyed being part of the team."

Surrey Community Action welcomes volunteers of all ages to work with them to support the voluntary, community and faith sector. Anyone interested in joining the team should contact Anne Barry on:

Tel: 01483 447116

Email anneb@surreyca.org.uk

sported. opens for membership in Surrey

sported. is a charitable organisation which provides funding and capacity building services to voluntary and community sports groups that use sport to support disadvantaged young people.

sported. has been piloting its services within the South West, London and the West Midlands and is now taking membership in Surrey. The services offered by sported. will develop over the year with a small grants scheme coming live in the second half of the year.

Some examples of the groups and types of support offered by sported. in the pilot areas are:

- **The St Matthew's Project** offers free structured football and coaching sessions and development opportunities to young people in the Tulse Hill and Coldharbour wards of Lambeth. sported. offered support to sustain the excellent girls' programme. However, it was the support with business planning that will help assist them secure investment from other sources in the future.
- **Liskeard Leopards Rugby Club** in Cornwall were supported to develop a project to take rugby to the rurally deprived communities in the

east of Cornwall. Regular training sessions and playing opportunities are now offered to young people and in particular girls that were previously unable to access rugby due to the rural transport issues and geographic isolation.

- **The Grangers** is a sports and activity club for young people and adults with learning difficulties that takes place one evening a week. sported. is supporting with the development of a business plan that will record their processes and plan their development over coming months.

If you are interested please visit www.sported.org.uk/your-region and click South East. Alternatively contact Paul Naphthine on: Tel: 07900 928514

Email: p.naphthine@sported.org.uk



Boat trips for community groups

The **Surrey Care Trust** runs trips on its Swingbridge 1 along the River Wey in Guildford for small groups of people, young and old, from Surrey community groups. The boat is equipped with a wheelchair lift, making a relaxing couple of hours on the water accessible to everyone. The cost of the morning or afternoon trip is £40 for April and October, £50 for May and £60 for June, July, August and September. For more information and bookings, contact: Tel: 01483 426990 or visit www.surreycaretrust.org.uk

Olympic cycling road race to be held in Surrey

As County Council leader **Andrew Povey** said, "Nine laps of Surrey's Box Hill are sure to sort out the Chris Hoy's from the Boris Johnsons. Watching the world's elite cyclists going for gold on our doorsteps is a thrilling prospect. I'm certain we will give the athletes and spectators a welcome they will never forget."

The route on www.surrey2012.info/assets/documents/cycling-road-race-route-map will start and finish in London and take in about 130 miles of Surrey roads, passing through or near towns including Walton, Weybridge, Byfleet, West Horsley, Gomshall, Dorking, Leatherhead, Oxshott, Esher, East and West

Molesey, as well as lapping Box Hill a number of times.

For more information about race times or to submit a question to the Surrey 2012 team please visit www.surrey2012.info or follow them on Facebook www.facebook.com/surrey2012.

Astolat's tenants tackle the shortage of rural housing and the needs of carers and the disabled

A number of charities have their bases in the offices of Surrey Community Action at Astolat in Guildford. Here is some information about the work that they do.

English Rural

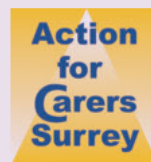
Housing was formed in 1991 and is one of the leading researchers and developers of affordable rural housing. It works with a variety of partners to tackle the housing problems affecting rural communities. English Rural Housing is a not-for-profit organisation and is registered with the Homes and Communities Agency. The association's team of specialist staff are passionate about rural housing. They work under the governance of a multi-skilled board of management. Staff and board members are involved with a variety of national organisations and initiatives and collectively offer a detailed knowledge of rural housing. English Rural Housing have a number of developments in the South East and the focus of the work at Astolat is the delivery of new homes throughout villages of Surrey and Sussex. For more information go to www.englishrural.org.uk



people with disabilities and others who use or want to use Direct Payments, to live independently and to arrange the support and services they require. This may include whether to have Direct Payments, helping to manage their payments or assistance with recruitment, payroll and employer's liability. SILC's website is designed to help you find out about the organisation and the services it offers. To find out more contact: Tel: 01483 458111
Email: admin@surreyilc.org.uk
www.surreyilc.org.uk

Action for Carers (Surrey)

is led by carers, run by a board of trustees comprised of carers, and supported by professionals from health, social services and the voluntary sector. Its aim is to give carers a voice and raise awareness of carers' needs and concerns and thereby achieve equitable services and support for them throughout Surrey. Action for Carers also run direct services for carers: Action for Carers and Employment Surrey, Surrey Young Carers, GP Carer Recognition, and a Moving and Handling Back Care service. For more information about their services please contact: Tel: 01483 302748
Email: acs@actionforcarers.org.uk



Surrey Independent Living Council (SILC)

is a non-profit-making voluntary sector organisation run by and for disabled people. It is primarily funded by, and works in close partnership with, Surrey County Council. SILC helps



Disabled people's voting rights

Local authorities now have to take proactive steps to ensure that polling stations don't disadvantage disabled people. All voters have a right to vote independently and in secret. A person who is registered to vote or who has been officially appointed as a proxy voter cannot be refused a ballot paper or the opportunity to vote on the grounds of mental or physical incapacity. Polling station staff must ensure that disabled voters are not offered a lower standard of service than other voters and should be able to explain what assistance is available to disabled voters.

Disabled voters are also entitled to:

- **Request assistance to mark the ballot paper** Disabled voters may request the assistance of the Presiding Officer to mark the ballot paper for them. Alternatively, they can bring someone with them to help them vote (an immediate family member over 18 years old or a qualified elector).
- **Tactile voting device** This is a plastic device that is fixed onto the ballot paper so visually impaired people or those with limited dexterity can mark their ballot paper in secret.
- **Large-print version** A large-print version of the ballot paper should be displayed inside the polling station and a copy can be given to voters to take into the booth. A voter can't vote on the large-print version, but it can be used for reference.
- **Assistance if unable to gain access to the polling station** If an elector is unable to enter the polling station because of physical disability, the Presiding Officer may take the ballot paper to the elector.

From our Rural Towns Co-ordinator

A new co-ordinator for Surrey's rural towns

Having started the role in January, I am still getting to grips with the job and the people involved. I have managed to meet all Chairmen (with the exception of one) and I have met with all committees except two. As the SEEDA funding has been allocated the partnerships are not certain of what I can offer them. In some cases they want a secretarial service, others advice on HR, and others just like to be kept informed. I am happy to perform all these roles as long as it helps them. I am acutely aware that they are all volunteers.

Godalming had a wonderful Christmas Market in early December and attracted some 10,000 plus people. This has helped the independent traders immensely. They are now working on areas that can be tackled and recently had an away day which helped the members get to know each other better and also moved the project on. They kindly invited me along.

A report has been compiled on **Beacon Hill** and this will be presented to their next meeting.

Caterham have a number of projects on the go and they are very much involved with the Soper Hall project. The hall is a wonderful building architecturally and is currently owned by Tandridge District Council. The local Baptist Church is also wanting to take over control.

Dorking Needs Action (DNA), **Leatherhead Tomorrow** and **Bookham Vision** have projects that they are working on and all appear to be achieving. Bookham Vision has applied to become the planning authority for their local area under the new localism system.

Peter Gooch
Rural Towns Co-ordinator
Tel: 01483 447142
Email: peterg@surreyca.org.uk



COMMA fund comes to an end

As part of the spending cuts, the Government has decided to end the COMMA fund after a few years, during which time groups in Surrey benefitted. COMMA was funded through a levy being put on quarries and other extraction sites throughout the county because of the air pollution, the noise and the added traffic that many caused. In Surrey around £18,000/£20,000 has been allocated each year.

In 2009 **Farnham Maltings** received £16,000 towards their project to increase access for wheelchair users, and **Farley Green** received £3,700 towards a project ensuring the village pond did not further silt up. Last year three projects received a grant. **Thorpe Youth Association** received £5,000 towards their project to rebuild their community building, **Godstone** village received £6,000 to refurbish its children's playground, and **Farnham Local Food Initiative** received £5,752 towards their project 'Creating Healthier More Knowledgeable Children & Young People'.

Whilst we are all disappointed that the fund has closed, we must be grateful that a number of projects have received funds through this initiative. We know it has made a great difference to those groups and the communities that they serve.

Advertisement

Are you looking for a fulfilment service provider who gives great service at a great price?

Our offices at QEF (Queen Elizabeth's Foundation for Disabled People) are based in Leatherhead and as a charity, we understand the vital contribution made by charity supporters.

We have been providing a Christmas card and gifts fulfilment service to a number of national and local charities for several years. We now wish to expand this operation to offer a fulfilment service to throughout the year at **very competitive prices**.

The service that we provide genuinely gives top priority to the provision of a quality service prompt turn-around times, goods packed with care and a courteous and efficient service to all customers. Our fulfilment operation runs with the full support of over 50 volunteers, ranging from 25 years volunteering with QEF to 6 months.

If you are a local business or charity and have any fulfilment needs or know of any that do please contact us on 01372 843616 or Email: retailtrading@qef.org.uk

OUR AIM IS TO GIVE YOU THE CUSTOMER WHAT YOU REQUIRE.

"Very pleased to tell you that our manager did a mystery shop last week and was delighted with the cards, the packing and the speed of delivery – thank you." Royal Marsden Cancer Charity



Volunteers from our fulfilment operation at Leatherhead

From our Community
Development Workers

Surrey Minority
Ethnic Forum
meetings coming up



The next two meetings of Surrey Minority Ethnic Forum (SMEF) will be aimed at making the voice of Surrey's minority ethnic communities heard by the county's major service providers.



On **Saturday 21 May**, SMEF is holding a workshop for members of the Forum to reflect on issues that are relevant to them and their communities.

Following on from this, a round-table conference will be held on **Tuesday 7 June** with representatives of the bodies that provide our most vital services, so that the Forum can discuss these issues with them. Members will be contacted directly with further information, but if anyone reading this is interested to know more please don't hesitate to contact any of the SMEF team on: Tel: 01483 566072
Email: smef@surreyca.org.uk



SMEF team: Susie Clarke, Suzanne Akram & Rekha Savania

Surrey CA's Big Society event
held in December

Braving freezing temperatures, Wednesday 8 December saw 30 delegates attend Surrey CA's evening information event 'The Big Society in Small Communities' at East Horsley Village Hall.

The event aimed to investigate how the much talked about Big Society could be, and already is, working in our rural communities, and to provide delegates with an opportunity to share their experiences.

Guest speaker **Chris Chaney** of the **Surrey Rural Partnership** provided delegates with an outline of what the Government proposals relating to the localism agenda might mean for rural communities, and workshops were provided on community transport and housing and planning. The **Normandy Community Bus**, an excellent example of local people getting together and providing a local transport solution for themselves, was present, as were Horsley's own **Grace & Flavour**, an inspiring community co-operative which grows food for people who live and work in Horsley.

Asked whether the event had been useful to their organisation, one delegate commented that it had given them a better understanding of how to be proactive in the planning of the future development of their village.

Surrey Community Action is aiming to hold information and networking events along these lines twice a year, and the next one is scheduled to take place in east Surrey in June (date and venue yet to be confirmed). If you have any topics you would like to see covered, please let us know!

Mona Johansson
Community Services Manager
Tel: 01483 447126
Email: monaj@surreyca.org.uk



Changes to PPL/PRS licence requirements for community buildings

Make sure you know how changes to the licensing regulations may affect your community building.

Phonographic Performance Ltd (PPL) is a not for profit organisation which collects royalties due under copyright law for performers and record companies. The Performing Rights Society (PRS) is a not for profit organisation which collects royalties due under copyright law for composers, lyricists and music publishers.

What are the changes? The Statutory Instrument ending exemption for charities and not for profit organisations in paying for a PPL licence was laid before Parliament on 8 November 2010, and from January 2011 any public venue including village halls, community centres, charity shops, social enterprises, local and government authority buildings will be required to purchase a licence. From January 2011 village halls and community buildings will have to apply for a PPL licence if they wish to play any recorded music. However, PPL have agreed a one-year grace period to allow charities to prepare. The licence for community buildings has been extended to cover outdoor events like fetes and carnivals so a separate licence will not be required if music is being played off premises.

Charities and not for profit organisations will not face more red tape. PPL and PRS will create a single licensing system so organisations will only have to make one application.

Do village halls and community buildings need a PRS licence?

Yes. If your village hall or community building has live performers or

plays recorded music from records, CDs, the radio or television, hosts a pantomime, amateur dramatic group, dance or aerobic classes, has discos, carol singers or film shows then the hall MUST hold a PRS licence.

Do village halls and community buildings need a PPL licence?

Possibly. The current situation is that village hall management committees need to license any events they organise for the public in which sound recordings are used, which are not covered by exemptions. The exemptions at the present are when the public performance is beneficial to, or part of, the activities of an organisation whose main objects are charitable. Domestic events such as wedding receptions or birthday parties do not need a PPL licence. However, each hirer who organises an event will need to obtain a licence if the proceeds from the event are not being returned to the hall charity. Examples are dancing classes, keep fit classes and social dancing clubs.

As managers of the building, it is the committee's responsibility to ensure that all hirers are aware of the responsibility they have for obtaining licences. It should be clearly stated in your hire agreement if the hall has a PPL licence and if the hirer will need to apply for a licence. Supplies of licence application forms can be

obtained from PPL www.ppluk.com to pass on to hirers.

After January 2012 (allowing for the grace period) all village halls and community buildings which use recorded music will be required to hold a PPL licence as well as a PRS licence. A single scheme to collect the fees for both PRS and PPL will apply. Further information on the costs of the proposed joint tariff and where to apply will be published towards the end of the year.

I am a small charity/community organisation using our local village hall. Will I need a licence? Under the proposals you will be covered by the community building blanket licence so you will not need to get a PPL licence yourself. You will need to check that the operator of the building has a relevant licence in place.

Commercial income hirers It is the responsibility of the operator of the hall to ensure that any third party hire of the building by an individual or organisation that is earning a commercial income from their use of the building has a relevant licence in place as they can be held liable under law for any unlicensed usage in their building. Commercial income hirers will not be covered by the hall's blanket licence. Examples include *Weight Watchers*, *Tumbletots*, self employed aerobics instructors, and antiques fairs.



Doug Williams, Community Buildings Advisor

Tel: 01483 447125

Email: dougw@surreyca.org.uk

Thinking of organising a street party?

The Department for Communities and Local Government has published a short guide to organising a street party or fete, including a straightforward road closure application. Go to tinyurl.com/3xzaz75 Background information is at www.communities.gov.uk/news/communities/1700144

Challenging threats to Discretionary Rate Relief

Charities and registered community amateur sports clubs (CASCs) get 80% mandatory rate relief on premises used wholly or mainly for charitable/CASC purposes. In addition the local authority may, at its discretion, allow relief on all or some of the remaining 20%, and may grant discretionary relief of up to 100% to other not-for-profit organisations. Some local authorities are planning to cancel or reduce this relief. If this is happening in your area, be aware of regulation 2(3) of the Non-Domestic Rating (Discretionary Relief) Regulations 1989, which says any change or revocation of discretionary relief can take effect only at the end of a financial year and only after there has been at least one year's written notice. This won't stop the local authority from reducing or revoking discretionary relief, but will at least give organisations a year's notice or more before it can take place.

The regulations are at www.opsi.gov.uk/si/si1989/uksi_19891059_en_1.htm.

Source Sandy Adirondack

Rural Access to Services Programme comes to a close

With the Government's spending cuts (or should that be review) the last three months of grants for the Rural Access to Services Programme (RASP) was clawed back. This means that RASP will end on 31 March 2011.

The last meeting of the grants panel was held in early December and all the remaining money was allocated. Over the last 2.5 years some 29 grants have been given out totalling just over £210,000. We feel that the programme has been really successful. In some cases it has created jobs, in others secured roles, and in most cases added to the lives of people living in rural areas.

Peter Gooch
Rural Access to Services Officer
Tel: 01493 447142
Email: peterg@surreyca.org.uk



East Surrey Rural Transport Partnership minibus



Dunsfold Village Shop



The Clockhouse, Mileford and Villages Day Centre



Bletchingley playground



Grace & Flavour Community Gardens, West Horsley



Strood Green Community Shop

Spring training programme now available

Please have a look at it as we have developed new courses and also incorporated **evening courses** to help people who still want to receive training, but can't afford to be out of the office for a whole day. Some of the evening sessions are stand-alone courses and others are in a suite of courses, these include **people management** and **assertiveness**. Please have a look as these courses will be interesting, up tempo and you will

come away with a lot of information after just three hours.

Unfortunately we have had to raise fees slightly due to the end of the Big Lottery funding, but we hope that you will still find the training good value for money.

If there are any courses that are not in the programme this time that you would like don't forget we still

offer in-house bespoke training for organisations. If you are a small organisation we can try to get you in touch with a similar organisation so you can both benefit from bespoke training.

For course descriptions and costs, please see our full brochure which can be found on our website at: www.surreyca.org.uk/pdfs/train_broch_spring2011.pdf

Course		Duration	Trainer	Location	Date	Fee	
MARCH	Social Networking - Why Bother?	1 day 10-4	Mark Walker	QEF, Leatherhead	29-Mar	A	
	Stress Management - Module 1	NEW	6-9pm	Libby Minto	Astolat	30-Mar	C
	Skills for People Managers - Launch Event	NEW	6-8pm	Nicky Gregory	Astolat	31-Mar	FREE
APRIL	Stress Management - Module 2	NEW	6-9pm	Libby Minto	Astolat	5-Apr	C
	Raising Awareness of South Asian Culture		1/2 day 9.30-1	Suzanne Akram	Astolat	5-Apr	E
	Introduction to Outcomes	NEW	6-9pm	Peter Arnold	The Chapel, L'head	6-Apr	B
	Government Speak - Why Learn Another Language?	NEW	6-9pm	Jean Roberts-Jones	Astolat	7-Apr	C
MAY	Health & Safety in the Workplace - CIEH Level 2 Refresher	NEW	1/2 day 9-1	Maureen Wisdom	Astolat	4-May	E
	Skills for People Managers - Module 1	NEW	6-9pm	Nicky Gregory	Astolat	9-May	C
	Using MS Excel - Introduction		1 day	David Kent	Astolat	9-May	D
	Discovering Your Own Outcomes		2 days	Peter Arnold	Astolat	9-May & 13-Jun	F
	Running a Charity as a Business	NEW	6-9pm	Ed Baker	The Chapel, L'head	10-May	B
	Food Safety in Catering - CIEH Level 2	NEW	1 day 9-5	Maureen Wisdom	Astolat	11-May	D
	Handling the Media - A Masterclass		1 day	David Walter	Astolat	11-May	D
	Child Protection Awareness	NEW	6-9pm	Carla Thomas	QEF, Leatherhead	12-May	B
	Skills for People Managers - Module 2	NEW	6-9pm	Nicky Gregory	Astolat	12-May	C
	Skills for People Managers - Module 3	NEW	6-9pm	Nicky Gregory	Astolat	16-May	C
	Marketing in the Voluntary Sector		6-9pm	Prime Colours Marketing	Astolat	17-May	C
	Day to Day People Management		2 days	Nicky Gregory	Redhill Methodist	17 & 18 May	F
	Child Development - Course 1		1 day	Sue Skrobanski	Astolat	18-May	D
	Skills for People Managers - Module 4	NEW	6-9pm	Nicky Gregory	Astolat	19-May	C
	Fire Safety Awareness		1/2 day 9.30-1	Matthew Plumridge	Astolat	20-May	E
	Leading High Performing Teams - Coaching Skills for Managers and Team Leaders		1 day	Reg Friddle	Astolat	23-May	D
	Time Management – A Practical Guide		1 day	GBC Learning	The Chapel, L'head	24-May	A
	Skills for People Managers - Module 5	NEW	6-9pm	Nicky Gregory	Astolat	24-May	C
	Using MS Excel - Intermediate		1 day	David Kent	Astolat	24-May	D
	The Art of Assertiveness		1 day	Nicky Gregory	Astolat	25-May	D
Business Planning... a Road Map for Survival and Success!	NEW	6-9pm	Harish Davda	The Chapel, L'head	25-May	B	
Managing Change NEW		1 day	Paul Gapper	Redhill Methodist	26-May	A	
Personal Safety & Lone Working		1 day	Libby Minto	Astolat	26-May	D	
Skills for People Managers - Module 6	NEW	6-9pm	Nicky Gregory	Astolat	26-May	C	

Course		Duration	Trainer	Location	Date	Fee		
JUNE	Project Management	2 days	Harish Davda	Reigate Baptist	2 & 9 June	F		
	How to Write Effective Press Releases	NEW	6-9pm	Margaret Coles	Astolat	7-Jun	C	
	Trustee Training: Innovation & Change	NEW	6-9pm	Marika Dalgliesh	QEF, Leatherhead	7-Jun	B	
	Stroke Awareness	NEW	6-9pm	Ben Adey, Stroke Ass'n	Astolat	8-Jun	C	
	Child Development - Course 2		1 day	Sue Skrobanski	Astolat	8-Jun	D	
	Health & Safety in the Workplace - CIEH Level 2		1 day 9-5	Maureen Wisdom	Astolat	8-Jun	D	
	Understanding the Benefits System for Your Clients	NEW	6-9pm	Kathy Robinson	Astolat	9-Jun	C	
	Trustee Training: The Principles of Good Trusteeship: Governance - Trustee Roles & Responsibilities		1 day	Marika Dalgliesh	Woodhatch, Reigate	9-Jun	A	
	Government Speak - Why Learn Another Language?	NEW	6-9pm	Jean Roberts-Jones	The Chapel, L'head	9-Jun	B	
	Effective Administration Skills		1 day	GBC Learning	Astolat	10-Jun	D	
	All You Need to Know About the Equality Act 2010	NEW	6-9pm	Suzanne Akram	Astolat	14-Jun	C	
	Think, Create, Share, Collaborate and Act	NEW	6-9pm	Nigel Biggs	Astolat	15-Jun	C	
	Volunteer Recruitment	NEW	1 day	Matthew Plumridge	Astolat	15-Jun	D	
	Social Enterprise - Is It Right for You?		1 day	Ed Baker	Redhill Methodist	15-Jun	A	
	Using MS Access - A Guide to Building and Using Databases		1 day	David Kent	YMCA Redhill	20-Jun	D	
	Team Motivation on a Budget	NEW	1 day	Paul Gapper	Redhill Methodist	21-Jun	A	
	Making The Most of Your Volunteers	NEW	1 day	Matthew Plumridge	The Chapel, L'head	22-Jun	A	
	Organisational Strategy ...to Cope with Economic Downturn!	NEW	6-9pm	Harish Davda	The Chapel, L'head	28-Jun	B	
	JULY	All You Need to Know about Charity Law		1 day	Helen Harvie	The Chapel, L'head	28-Jun	A
		First Aid - The Basics		1 day 9-5	Mary Shiels	Astolat	28-Jun	D
Personal Safety & Lone Working		NEW	6-9pm	Libby Minto	Astolat	29-Jun	C	
The Art of Presentation for Chief Executives & Senior Managers			1 day	Nicky Gregory	Astolat	29-Jun	D	
Interviewing Skills		NEW	1 day	Nicky Gregory	Redhill Methodist	30-Jun	A	
Have Healthy Self-Esteem, Feel Confident & Behave Assertively - Module 1		NEW	6-9pm	Nicky Gregory	Astolat	4-Jul	C	
Building Confidence & Self Esteem at Work			1 day	Nicky Gregory	Redhill Methodist	5-Jul	A	
Using MS Excel - Advanced			1 day	David Kent	Astolat	5-Jul	D	
Communication Skills - Work with Children & Vulnerable Adults		NEW	1 day	Libby Minto/Sue Skrobanski	Astolat	6-Jul	D	
Have Healthy Self-Esteem, Feel Confident & Behave Assertively - Module 2		NEW	6-9pm	Nicky Gregory	Astolat	7-Jul	C	
Outstanding Customer Service		1 day	GBC Learning	The Chapel, L'head	7-Jul	A		
Have Healthy Self-Esteem, Feel Confident & Behave Assertively - Module 3	NEW	6-9pm	Nicky Gregory	Astolat	11-Jul	C		
Health & Safety in Health & Social Care - CIEH Level 2	NEW	1 day 9-5	Maureen Wisdom	Astolat	11-Jul	D		
Managing Staff at a Distance		1 day	Nicky Gregory	Astolat	12-Jul	D		
Have Healthy Self-Esteem, Feel Confident & Behave Assertively - Module 4	NEW	6-9pm	Nicky Gregory	Astolat	13-Jul	C		
How to Create Your Own Website		1 day	Douglas Brown	Astolat	14-Jul	D		

Fee Structure	SCA Member	Non SCA Member	Other
A (WEA part-funded daytime courses)	£40	£45	£175
B (WEA part-funded evening courses)	£40	£45	£100
C (SCA evening courses)	£49	£75	£100
D (SCA daytime courses)	£99	£125	£175
E (SCA half-day courses)	£59	£75	£100
F (SCA two-day courses)	£175	£200	£250

Date for your diary

The Surrey Voluntary & Community Conference

The Next Decade!

Tuesday 21 June 2011
St Saviours Church, Woodbridge
Road, Guildford

Exhibition
6 Seminars
Early Booking Discounts

For more information and to register your interest,
please contact Anne Barry on Tel: 01483 447116
Email: anneb@surreyca.org.uk



Fuller's Surrey Village of the Year 2011 Competition

Does your village have a caring, vibrant community?

Then why not enter? It's your community that counts, not the size of your village. Once again prizes will be presented to smaller and larger villages with the overall winner being named the Fuller's Surrey Village of the Year.

Cash prizes for winners! The process is the same as last year with just a short entry form to be completed to enter. Entries will be accepted until mid April, with judging taking place during May, June and early July at a time to suit you. The winner will be announced in the autumn.

For more information, please contact Emily Ayres:
Tel: 01483 447109
emilya@surreyca.org.uk

Contacting us

Surrey Community Action
Astolat
Coniers Way
New Inn Lane
Burpham
Guildford
Surrey GU4 7HL

Switchboard
01483 566072

Fax
01483 440508

Email
info@surreyca.org.uk

Website
www.surreyca.org.uk

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Editorial or articles

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Please send contributions to the editorial team at Surrey Community Action.

The copy deadline for the Summer issue is Thursday 9 June 2011.
Email: jeanr@surreyca.org.uk



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