



# Basildon, Billericay & Wickford | CVS



Support

Develop

Collaborate

Influence



**Volunteer Sector News – Winter 2018**

# CONTENTS

Welcome to the latest BBWCVS newsletter. You can download a copy of this edition and previous editions online in our member area. Please visit [www.bbwcvs.org.uk](http://www.bbwcvs.org.uk). We hope that you make time to read this edition (and pass it on to other staff/volunteers) although we know that pressure on time is one of the biggest issues you face. That is why we are continually looking at ways on how we can improve this newsletter. So if you have any suggestions or ideas please let us know.

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**THIS IS YOUR NEWSLETTER!** Do you have anything that you want to say or promote? If YES, then send your articles to the CVS Office ([admin@bbwcvs.org.uk](mailto:admin@bbwcvs.org.uk)) and we'll include them in the next edition. (We reserve the right to refuse any item).

Whilst every effort is made to ensure the accuracy of the information in this newsletter, BBWCVS cannot accept liability for any errors within. Publications, events and services mentioned in this newsletter are not necessarily endorsed by BBWCVS. Please note that BBWCVS is not responsible for the content of external websites, opinions expressed on those sites do not necessarily represent those of BBWCVS

## Welcome to the Winter Edition of our Newsletter

As part of my yearly round up I frequently check the Third Sector News to read their overview. What have sector leaders been reading? What have we been getting excited or engaged with? It wasn't the Oxfam crisis and other sector scandals that captured readers' attentions this year. It wasn't the issue that has pre-occupied national politicians. This year it was stories about the new Data Protection Regulation that proved the most popular among *Third Sector* readers. Analysis of the best-read stories on [www.thirdsector.co.uk](http://www.thirdsector.co.uk) in 2018 shows there were three articles on GDPR in the top 10. I should stress this is not a navel gazing journal. It is a magazine that focuses on funding, governance, policy, management. In short the everyday business of charities.

It therefore appears that this year much of our staff, volunteer and trustee time has been consumed with process issues to the detriment of our mission. So maybe over Christmas and winter we should all revisit our core mission and place our beneficiaries centre stage. Let's all celebrate the fantastic work our local charities do and how we all make a difference, a difference to the homeless and rough sleepers, a difference to the lonely and the socially isolated, a different to the many sadly dependent on the foodbanks and charitable donations.

Importantly Christmas does highlight that there is also an enormous amount of goodwill to be found. Homeless charities are reporting unprecedented number of people wanting to volunteer with the result that many are being turned away. Elsewhere it has been reported that the UK is up to sixth place in latest CAF World Giving Index. Clearly there is much to celebrate.

### Essex Local Delivery Pilot

Next year our Borough will be celebrating when the new town has its 70<sup>th</sup> birthday. It is a chance for renewal and there will no doubt be a range of exciting opportunities. One will be the Essex Physical Activity Local Delivery Pilot. This is a once in a generation opportunity to make a difference to the people of Essex, addressing high levels of inactivity in our most deprived communities.

As part of the seven key priorities the need for more community engagement, community capacity and development has been recognised. As CVS's we welcome this acknowledgement as there is so much untapped potential within our communities. So what can we do to help local initiatives develop and grow? How can we best increase local skills, training and knowledge to enable projects to grow? Locally we will be working to help establish implementation groups and active networks with co-ordinators supporting local communities to develop. You all need to be part of the conversation! Helpfully there is resource to support this agenda so let's make the most of this opportunity.

### NAVCA Advent Calendar

And finally we were delighted to see that our leadership body [NAVCA](#) is running an online advent calendar that highlights the work of various local infrastructure groups each day until Christmas. Jane Ide, chief executive of NAVCA, said: "From our members' point of view, every day is local charities day, so we want to draw attention to what they do."

Why not take a peek at the festive countdown with something thought provoking for you to feast your eyes upon every day. Merry X-mas and a festive new year from all the staff, volunteers and trustees at the CVS.

Chris Evans, Chief Officer

## Tweet of the week from NAVCA

It's a joint effort this week! Maldon District CVS has done a great job in demonstrating its commitment to paying the Living Wage and raising awareness of the campaign, whilst BBW CVS has extended reach of this positive message, sharing the work of its fellow CVS.

Follow [@MaldonCVS](#) and [@BBW\\_CVS](#) on Twitter.



**BBW CVS**  
@bbw\_cvs

Following

Good to see a CVS leading the way as a recognised Living Wage employer. Super way to recognise your commitment to the staff team and charity. [@LivingWageUK](#) [@NAVCA](#) [@ACEVO](#) [@NCVO](#) [@DSC\\_Charity](#) [@sccoalition](#) [@MaldonCVS](#)

**Maldon District CVS** @MaldonCVS

We are delighted to announce that we are now an accredited @LivingWageUK employer! We are committed to paying all staff the real #LivingWage for the real cost of living. Read more about the movement here: [goo.gl/rtQSZ3](https://goo.gl/rtQSZ3)

## GDPR

In line with GDPR, which came into force on 25<sup>th</sup> May 2018, we need to ensure that everybody receiving our bulletins, newsletters and event information wants to receive it. You can opt out at any time by emailing [admin@bbwcvcs.org.uk](mailto:admin@bbwcvcs.org.uk). Just put GDPR as the subject and confirm that you want to 'opt out' of all our marketing material and we will remove you from our contact groups.

## Dreaming of a White Christmas?

Travel disruption and bad weather can delay or prevent workers getting to work. It can also mean employers need to adapt working arrangements or close workplaces.



### **Paying delayed or absent employees**

If a worker cannot get to work because of bad weather or travel disruption they must inform their employer of this as soon as possible. There is no automatic legal right for a worker to be paid for working time they have missed because of travel disruption or bad weather.

Workers who were ready, available and willing to work will usually be entitled to their normal pay:

- if their employer fully or partly closes their business
- if their employer reduces their hours
- if other essential staff such as line managers are unable to get into work
- if staff who provide access to the building are unable to get into work.

Some contracts and workplace policies will say what workers need to do in special circumstances like these. This might include things like working at the nearest accessible workplace, doing other duties or working from home.

Some contracts may allow employers to 'lay off' some staff without pay. However, it must be completely clear how the circumstances apply and anyone with employee status will usually have a right to a statutory guarantee payment.

### **Alternative arrangements for disrupted work**

Different employers will have different business needs during travel disruption and bad weather. Whatever options are decided on, an employer should keep in communication with their workers and be flexible, fair and consistent. Alternative options can include:

- Allow workers to come in a little later than usual if the travel disruption or weather is expected to improve.
- Use flexible working to let workers make up any lost working time.
- Offer workers who can get in to work the chance to swap shifts or work overtime.
- Use homeworking for a temporary period.
- Switch to duties that can still be carried out.
- Agree for workers to take time off as paid annual leave.

### **School closures and other unexpected issues**

In an emergency situation involving a dependent, anyone with employee status has the right to take unpaid time off. Situations could include:

- school is closed and a worker cannot leave their child
- caring arrangements for a disabled relative are cancelled
- a partner is seriously injured as a result of bad weather.

# LEGAL UPDATE

This time is usually unpaid unless a contract or policy says otherwise. An employer and employee could however agree that this time off be taken as annual leave so the employee does not miss out on pay.

## **Working temperatures during bad weather**

If low temperatures make it unsafe for workers to carry out their roles then the employer should address this. An employer should consider whether they can:

- relax their dress code to enable staff to wear warmer clothing
- allow extra breaks to make hot drinks
- bring in extra heating options such as portable heaters.

An employer should take extra care for vulnerable workers, such as pregnant workers. If a risk cannot be avoided or removed some workers may have to be sent home to protect their health, usually on full pay.

In light of the above, it is very important that as an employer you have the appropriate clauses in your employee handbook in relation to Adverse Weather conditions.

## **CEOs and CHRISTMAS GIFT CARD FRAUD**

No, your CEO is not engaged in gift card fraud – at least I hope not!

But on 13 December, Bates Wells Braithwaite solicitors reported that Action Fraud has warned of a recent surge in so-called "CEO fraud" that has resulted in charities losing money intended to buy staff Christmas presents. So-called CEO fraud is not insider fraud by the chief executive officer – but fraud by someone impersonating the CEO or other senior staff member, and requesting the finance officer or person with similar responsibility to transfer funds to a plausible-sounding account. Using a spoofed or similar email address to the senior staff member's email address, the fraudster may ask that the finance officer (or whoever) does not contact the CEO because they are so busy, or may make the request while the CEO is known to be on holiday. This type of fraud is not new, but Action Fraud [see Resources, below] reported in 2016 that it was becoming more frequent, and this growth has continued.

This type of fraud could, of course, be carried out by an insider as well as an external person; there are many examples of finance or HR officers creating fictitious employees, contractors or suppliers. (If you don't have it, ask me for my update 1813 from 3 April 2018, on recent insider fraud cases in charities.)

In the newly reported gift cards fraud, the fraudster poses as the CEO or another senior person in the charity, and sends an email request to a colleague to buy gift cards, which they say will be given to staff for Christmas. They then request copies of the cards and use the codes to spend on themselves at the charity's expense.

### **So, look out for:**

- Unexpected requests from senior staff to make purchases that they haven't spoken to you about before.
- Someone putting you under pressure to spend the charity's money urgently, even if it appears to be someone with authority to do so.

## LEGAL UPDATE

- Email addresses that look very similar to, but are not the same as, your CEO's or other senior staff.

### Make sure you:

- Contact your colleague by phone or in person to confirm their instructions before authorising any transfers.
- Always challenge unusual requests and get a second opinion if you are not sure.
- Share this story with your colleagues so they know what to look out for.

This advice applies at all times and in many contexts, not just at Christmas or for gift cards.

*Protect your charity from fraud.* Charity Commission, 10 October 2016:  
<https://www.gov.uk/guidance/protect-your-charity-from-fraud>. Equally relevant to non-charities.

## FUNDING

### Social Enterprise East of England

Social Enterprise East of England is working collaboratively with 3<sup>rd</sup> Sector Futures and the Essex Alliance to establish the Essex Social Enterprise Network (ESEN) together with a number of statutory organisations and CVS organisations in Essex. They are doing this with support from Barrow Cadbury Connect Funding. They are still in the early stages and hope to launch a website very soon, they do already have a twitter account so please follow on [twitter.com/EssexSocEnt](https://twitter.com/EssexSocEnt).

In the meantime, they have organised various events to help stimulate and grow the social enterprise sector with the next event **Lets Talk Good Finance** taking place on the **17<sup>th</sup> January 2019** in Braintree.

Lets Talk Good Finance is an informal opportunity to learn about social finance from peers who will share their journey to social investment. The event is aimed at social enterprises and charities who are interested in social investment and work in Essex or the East of England.

The agenda will include case studies, the opportunity to hear from peers who have successfully gained social investment, the latest updates on the world of social finance and time for networking.

Come along armed with questions and challenges for them to help with.  
This is your opportunity to:

- Speak to charity and social enterprise leaders who have already accessed social investment
- Meet potential social investors
- Learn about new social investment initiatives, funds and instruments
- Ask questions in a safe and non-judgemental space
- Understand more about when social investment is not suitable or appropriate

**Book [here](#) for your FREE place, spaces are limited.**

Please feel free to forward this invitation to your colleagues or networks.

## Henry Smith's Charity

The Henry Smith Charity is a large grant making charity. They make grants totalling approximately £25 million each year to up to 1,000 organisations and charities for initiatives and projects that address social inequality and economic disadvantage.

Through their Main Grants Programme they make grants in the following categories:

### Improving Lives

- **Key grant details:** Grant size: £20k – £60k per year, Length: 1-3 years, Decision timescale: 6 Months, Deadlines: None
- **Qualifying criteria:** Please only apply for this grant if you meet the following criteria: Organisation size: £50k – £2m (in exceptional circumstances up to £5m), Location of work: UK only, Funding covers: Running costs, salaries and projects, Organisation type: Charities and not-for-profit organisations, including social enterprises

### Strengthening Communities

- **Key grant details:** Grant size: £20k – £60k per year, Length: 1-3 years, Decision timescale: 6 months, Deadlines: none
- **Qualifying criteria:** Organisation size: £20k – £500k, Location of work: UK only, both physically based and working within the 10% most deprived areas for England & Scotland and within the 15% most deprived areas for Northern Ireland & Wales, Funding covers: Running costs, Organisation type: Community-led charities and not for profit organisations

### Holiday Grants for Children

- **Key grant details:** Grant size: £500 – £2,500, Length: One-off short grants, Decision timescale: 6 weeks, Deadlines: Submission dates vary depending when trips or holidays take place
- **Qualifying criteria:** Location of work: UK only, with priority to the 20% most deprived areas, Funding covers: Short holidays and recreational trips, Organisation type: Schools, small charities and not-for-profit organisations

### Christian Projects

- **Key grant details:** Grant size: £10k+ per year, Length: Up to 3 years (most grants are for 1-2 years), Decision timescale: 5 months, Deadlines: None
- **Qualifying criteria:** Organisation size: Up to £1m, Location of work: UK only, Funding covers: Projects Organisation type: Churches, small charities and not-for-profit organisations

Each category has its own set of criteria, so you need to check out the website to see which one applies to you.

**Application Form:** Available to download from the website. You will find information about how to make your application in the guidelines for each type of grant.

**Deadline:** Applications can be submitted at any time.

**Website:** <http://www.henrysmithcharity.org.uk>

## VCSE health and wellbeing fund 2019 to 2020: how to apply

Voluntary, community and social enterprise (VCSE) organisations can apply for funding to run projects focused on improving children and young people's mental health.

Applications are invited from existing schemes to trial a new approach to helping children and young people with their mental health. The deadline for applications is midday on Friday 15 February 2019.

Projects should:

- adopt community and person-centred approaches to improving the mental health of children and young people aged 0 to 25 years
- particularly support children and young people through life-changing events
- have strong local connections already in place
- be delivered by the VCSE sector
- be co-produced with service users and stakeholders

Through this programme, the Department of Health and Social Care, NHS England and Public Health England are working with VCSE organisations to promote equality, address health inequalities and support the wellbeing of people, families and communities.

Follow this link for more info: <https://www.gov.uk/government/publications/vcse-health-and-wellbeing-fund-2019-to-2020-how-to-apply>

## Family Innovation Fund

The current Family Innovation Fund contracts end in March 2019 and ECC and new grants are being put in place to continue early intervention support from 1st April 2019. However, funding pressures mean the funding for 2019/21 has been reduced and they have adapted their model accordingly.



Going forward the Parenting Support, Counselling and Mediation will not be provided through FIF as other parts of the system deliver this type of support. However, they will be building on the Coaching, Mentoring and Young People's Risk Behaviours offer. This approach adds value to and complements that which already exists in the children's delivery system.

Obviously they want the transition period to be as smooth as possible and the current providers will do all they can to ensure that children and young people will be supported. Providers will be communicating directly with referrers over the next few days about the arrangements.

Of course ECC continues to invest a substantial amount of funding to deliver early help through a range of other provision including the now well established Essex Child and Family Wellbeing Service and referrers should continue to use their local directory of services to access different pathways of support within their communities.

## Mims Davies MP appointed as new Minister for Sport and Civil Society

Mims Davies was appointed as Parliamentary Under Secretary of State at the Department for Digital, Culture, Media and Sport on 5 November 2018.

She was previously Assistant Government Whip from January 2018 to November 2018, and Parliamentary Under Secretary of State for Wales from July 2018 to November 2018



You can read Mims Davies MP's blog on Local Charities Day 2018 [here](#)  
**NCVO report on 'Brexit and the voluntary sector, preparing for change'**

The National Council for Voluntary Organisations has produced a report with guidance and information which voluntary sector organisations may find useful when preparing for EU exit, [available here](#).

## UN Special Rapporteur

This month saw publication of a summary of findings by **Philip Alston, the UN Special Rapporteur on Extreme Poverty & Human Rights**. Following a fortnight-long fact-finding mission to the UK, Alston outlined the “great misery” that the British government have inflicted with “punitive, mean-spirited, and often callous” austerity policies. In the report, Alston highlights the important role that civil society organisations have had in meeting demand for local services where the public sector is no longer able to.

He praises the “tremendous resilience, strength, and generosity” of neighbourhoods and charities in supporting one another and points to collaboration between the statutory and voluntary sector in mentioning and commending “councils seeking creative solutions, and charities stepping in to fill holes in government services”.

The report also makes reference to civil society organisations proving important support for increasing numbers vulnerable people struggling to navigate the benefit system, and for our sector’s ability to mobilise and act in the face of the impending roll-out of Universal Credit. A full version of the findings will be presented to the UN in Geneva in 2019. Philip Alston’s summary report is available to read and download [here](#) and NAVCA have produced a summary of key take-outs, available [here](#).

## Procurement, Commissioning & Social Value

The government has announced changes to public sector procurement and reinforcement of social value considerations. Cabinet Office Minister [David Lidington](#) pledged that central government would use a new model to evaluate the social impact of its contracts for outsourced public services.

The changes proposed changes will “small businesses and social enterprises” to central government contracts, worth £48bn a year, while “improving skills and employment opportunities for the disadvantaged and increasing equality and diversity in the workforce”. More on this story can be found [here](#) and a transcript of David Lidington’s speech is available to read online [here](#).

## NCVO report on 'Brexit and the voluntary sector, preparing for change'

The National Council for Voluntary Organisations has produced a report with guidance and information which voluntary sector organisations may find useful when preparing for EU exit, [available here](#).

## Civil Society Futures Inquiry - Final Report

The Civil Society Futures report has been issued - the result of a two year inquiry into the future of the VCSE sector and what the sector needs to do to change and adapt to economic and social changes over the next decade and beyond.

It calls on individuals, charities and organisations in civil society to commit to a new 'PACT':

- **Power:** shifting power and sharing more decision-making and control, being a model of inclusive participation for the rest of society.
- **Accountability:** being primarily accountable to the people they serve – instead of putting funders and government first – and being accountable to future generations.
- **Connection:** broadening and deepening connections with people and communities, bridging damaging social divides, and investing in a new 'social infrastructure'.
- **Trust:** devoting more time and resources to build trust in all civil society activity, earning trust by speaking up to politicians and corporations, trusting communities to make the decisions that affect them.

You can read and download a copy of the report: <http://www.civilsocietyfutures.org/final-reports>

## Matt Hancock speaks about the importance of Social Prescribing



Last month, Health & Social Care Secretary Matt Hancock spoke to the Kings Fund about social prescribing, describing the power of the arts and social activities to improve the nation's health. [transcript of the speech here](#)

## National Young Carers Awareness Day

To mark the National Young Carers Awareness Day on **Thursday 31 January 2019**, Essex Youth Service has partnered with Supporting Carers and Families Together (SCAFT) to host a special conference. This is taking place at Chelmsford City Racecourse, CM3 1QP, **9:30am - 3:30pm**.

Key speakers include the Minister of State for Care, Caroline Dinenage MP, ECC Cabinet Member for Education & Skills, Councillor Ray Gooding, and Service Manager for SCAFT, Andrew Trewern. There will also be presentations from young carers, schools, a GP and organisations including KOOTH and the Children's Society.

The theme of the day is Young Carers and mental health.

To reserve your place follow this link to Eventbrite <https://www.eventbrite.co.uk/e/supporting-young-carers-in-essex-tickets-52817945898>

## Brand New Sexual Health Clinic in Basildon

### Southgate House (2nd Floor)

88 Town Square, Basildon, Essex, SS14 1BN

### Opening Hours

Monday:	9am-8pm
Tuesday:	9am-8pm
Wednesday:	9am-8pm
Thursday:	9am-12pm
Friday:	Closed
Saturday:	8am to 2pm
Sunday:	Closed



### Terrence Higgins Trust Clinic (Pitsea)

Pitsea Leisure Centre, Northlands Pavement, Basildon, Essex, SS13 3DU

### Opening Hours

Wednesday: 5:30pm-8:30pm

## NEW DEMENTIA FRIENDLY PHYSICAL ACTIVITY SESSIONS!!

Sport for Confidence, a social enterprise that provides inclusive physical activity sessions to individuals who face barriers to participation, are launching some new dementia friendly physical activity sessions, for older adults.

The first session to be launched is **Boccia**, a type of seated boules.

**WHERE?** Eversley Leisure Centre, Crest Avenue, Basildon SS13 2EF

**WHEN?** Sessions will be every Monday from 11am – 12pm.

First taster session launch before Christmas, **MONDAY 17<sup>TH</sup> December!**

Sessions will be delivered by an activity coach and an Occupational Therapist.

Sessions cost £2:50; Carers are free.

### How can these sessions help?

- Improved confidence and self-esteem
- Improved social integration
- Decreased loneliness and isolation
- Increase in accessing regular sustained physical activity
- Increased social opportunities.

**For more information or to sign up**, please contact Sinéad on

[Sinéad@sportforconfidence.com](mailto:Sinéad@sportforconfidence.com) or call 07543742407.

Details about what help is available and how to book appointments, go to the website:

<https://www.essexsexualhealthservice.org.uk/>

## The Dementia Challenge

How could you support Essex County Council to improve the lives of people living with Dementia, their families and Carers in the community?

Dementia can make people feel alone, frustrated and like they have lost their identity. People can no longer do the things they once enjoyed and may have care needs putting an emotional and physical strain on all involved. There are opportunities for innovation to ensure that people have the best support available to live well with dementia. ECC want to be more inclusive and empower people to live the life they want in the community for as long as possible. [Find out more about the challenge on the provider portal.](#)

ECC are looking for your ideas and suggestions so please email

[lorraine.mott@essex.gov.uk](mailto:lorraine.mott@essex.gov.uk) with your ideas by the end of December – they will be offering face to face engagement sessions in the new year so please register your interest along with your ideas

# VACANCIES

## CHIEF EXECUTIVE OFFICER

**SALARY** £40k - £45k + 4% contributory pension  
**HOURS** 37.5 hours per week  
**LOCATION** Hutton, Essex. CM13 1TE  
**CONTRACT** Permanent

Lighthouse Furniture Project is a successful, award-winning, charity, social enterprise and Ltd. company. Founded on Christian principles and established in 2004, they are self-sufficient and have helped over 20,000 families/individuals in distressed circumstances and continue to grow this number year on year.

You will be taking over from the current CEO, a founder of the Project, Brian Darwood who is retiring in early 2019.

Jobs details can be found [here](#)

The closing date for applications is midnight on the 15th January 2019  
Interviews will take place in the week commencing 21st January 2019

## Finance Manager

**SALARY** £33,136 – £35, 229  
**HOURS** 37.5 hours per week the expectation of a flexible approach to working pattern as necessary.



Changing Pathways are seeking a highly motivated and driven individual who thrives when given the opportunity to take ownership for key operational processes. Responsible for the organisation's financial function, they are seeking candidates with excellent attention to detail and a can do attitude to provide support and guidance on financial matters across the organisation.

The ideal candidate will have experience of working within the voluntary or public sector with excellent knowledge of charity finances.

Job details can be found: <http://changingpathways.org/jobs/>

Applications should be received no later than 9am on Wednesday 16 January 2019

# TRAINING

## Adult Community Learning in 2019

Mental Health Wellbeing & Recovery Course Details



Brentwood MHR  
Course List 2019 Q2



MHR Courses  
Overview 2019 Q2 S

## VCS CALENDAR & EVENTS 2019

Date	Event	Contact
Thu 15 Jan & 22 Jan 9:30am – 4:30pm	Mental Health First Aid	FULLY BOOKED
Tue 29 Jan 9:30am – 12:30pm	Making Every Contact Count	PLACES AVAILABLE <a href="mailto:admin@bbwcvcs.org.uk">admin@bbwcvcs.org.uk</a>
Thu 05 Mar & 12 Mar 9:30am – 4:30pm	Mental Health First Aid	PLACES AVAILABLE <a href="mailto:admin@bbwcvcs.org.uk">admin@bbwcvcs.org.uk</a>
Tue 26th March 9:30 am – 12:30pm	2019 Network Forums The George Hurd Centre, Audley Way, Basildon. SS14 2FL	01268 294439 <a href="mailto:catherine@bbwcvcs.org.uk">catherine@bbwcvcs.org.uk</a>
Thu 23 Apr & 30 Apr 9:30am – 4:30pm	Mental Health First Aid	PLACES AVAILABLE <a href="mailto:admin@bbwcvcs.org.uk">admin@bbwcvcs.org.uk</a>

To book a place or for further information please use the identified contact.  
This calendar will be regularly updated throughout the year, so if you have events you wish to add please let us know.

**Contact Us** For more information on the articles in this bulletin or to advertise an event, training or information about your organisation in our next bulletin, please call 01268 294125 or email [admin@bbwcvcs.org.uk](mailto:admin@bbwcvcs.org.uk)