

## **GNOSALL PARISH COUNCIL**

(Including the Wards of Moreton and Knightley)

### **Chief Officer to the Council:**

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## **VOLUNTEER POLICY**

<b>Written:</b>	<b>April 2018</b>
<b>Formally adopted by Council:</b>	<b>22.5.2018</b>
<b>Last Review:</b>	<b>June 2023</b>
<b>Next Review:</b>	<b>June 2026</b>

### **Purpose of our volunteer policy**

Gnosall Parish Council volunteer policy has been created to show our volunteers and potential volunteers that we have spent time and care in planning how volunteers will be welcomed. This policy also outlines that all volunteers will be treated in a fair and consistent way. It should also help our volunteers understand what support is available to them and what they can expect from us.

### **Our vision and mission for volunteering**

Volunteering is a great way to share your enthusiasm, skills and ideas whilst meeting like-minded people. By volunteering with Gnosall Parish Council you will be making a positive contribution to community development in our area. Volunteers are vital to our work.

### **Attracting volunteers**

We have a range of opportunities for volunteers to get involved in and details of various volunteer Groups can be found on the Council's website [www.gnosallparishcouncil.org.uk](http://www.gnosallparishcouncil.org.uk). Your help will be greatly appreciated and really will make a difference.

### **Access DBS Checks**

Some volunteer roles will require a DBS check to inform Gnosall Parish Council of any criminal convictions that a person wishing to volunteer may have. For example, any volunteer position which involves regulated activity with children or vulnerable adults will be subject to a DBS check.

### **Support**

The Parish Clerk and other staff/volunteers will offer support and they will remain your key contacts whilst volunteering with us. This will include regular meetings with you to discuss how you are progressing, discuss any training needs and deal with issues arising. This will also ensure that the Council is doing all it can to make your volunteering experience an enjoyable and meaningful one. Gnosall Parish Council volunteers are covered by our public liability insurance. We have clear procedures for accidents and emergencies and risk assessments for a range of activities. We offer the payment of expenses for necessary costs and mileage at the current rate.

Each year the Council holds its Annual Assembly to celebrate our achievements and this may be made by a certificate presentation, an individual Community Award or a Group Community Award for volunteers. During these events you will get an opportunity to meet other volunteers and supporters of our work and share in our plans for the future. We will take opportunities on our website and Facebook page, annual general meetings, and local and national press to praise the achievements of our volunteers.

### **Resolving problems**

We hope that you will have a very enjoyable experience whilst volunteering with the Council. However if your role as a volunteer does not meet with your expectations or with the commitments we have made to you, we want you to feel comfortable about letting us know. First of all, talk to the person who leads the Group where you volunteer and he or she should be able to sort it out with you before it becomes a problem. If you do not feel this will resolve things you should raise the matter with the Parish Clerk.

### **Equality, Diversity and Inclusion**

Gnosall Parish Council is committed to embracing diversity and promoting equality and inclusion. When representing Gnosall Parish Council as a volunteer we expect you to support our commitment to promoting equality.