

**The Norfolk and Norwich – El
Viejo Friendship Link** *Founded 1986*
Registered Charity Number 1156787



Secretary: Ralph Gayton
52 Aylsham Road
Norwich
NR3 3ES

Phone: 01603-466776
E-mail: ralph.gayton@ntlworld.com

Chairperson: David Trevanion
Sunpatch Ho., Broaden Lane,
Hempnall,
Norwich.
NR15 2LU
Phone: 01508-499598
E-mail: dmt@towerend.com

To: All Members and Representatives
of Affiliated Organisations

13th September, 2016.

Dear Member/Representative,

The next meeting of the Link Executive Committee will take place on **Wednesday, 21st September, 2016**, in the **Wymer Committee Room**, City Hall, Norwich, commencing at 6.00 pm. The agenda for the meeting is set out below

Access to City Hall is by way of the Bethel Street entrance and the committee rooms are on the first floor. Car parking is available at the Forum and at St. Giles multi storey car parks, and on street parking is available in St. Giles Street.

I remind you that all members and representatives may attend meetings of the Executive Committee and take part in discussion but that voting is restricted to the elected members of the Committee.

Yours sincerely,

Ralph Gayton
Secretary.

A G E N D A

1. MINUTES

To confirm the minutes of the meeting held on 20th July, 2016 (copy attached)

2. MATTERS ARISING FROM THE MINUTES

3. JAMIE-LOUISE MORRISON.

To welcome Ms Jamie-Louise Morrison who recently returned from working on a 3 month project in a rural community in Nicaragua, and has offered to assist the Link with fund raising/organisation issues. Jamie-Louise will make a brief report about her activity in Nicaragua.

4. CORRESPONDENCE REPORT

To receive a schedule of correspondence with the Link Representative in Nicaragua since the previous meeting of the Committee. (copy attached)

5. TREASURER'S REPORT

To receive a report from the Treasurer for the period March/April, 2016. Copy attached.

6. FUNDRAISING.

- (a) To receive a report from the Treasurer about the event at the Virgin Lounge in Davey Place on 27th October, 2016.
- (b) To receive a report concerning the possible use of the Bishop's Garden in 2017.

7. REPRESENTATIVE'S REPORT

To receive the report of the Link's local representative, Carmela Hernandez, for the period July August 2016. Copy attached.

8. DATE OF NEXT MEETING.

9. ANY OTHER BUSINESS.

Norfolk & Norwich - El Viejo Friendship Link

Registered Charity No 1156787



Minutes of a meeting of the
Executive Committee of the
Norfolk and Norwich – El Viejo
Friendship Link held at City Hall,
Norwich on Wednesday, 20th July,
2016.

Present: Anthony Bailey Chris King
 Ralph Gayton (Secretary) Cllr David Raby
 Brenda Gayton Susan Thomas (Treasurer)
 Dr. Rhys Jenkins Cllr Vaughan Thomas.

Apologies for Absence: Cllr Vivien Thomas, David Trevanion

Dr. Rhys Jenkins in the Chair

1. MINUTES

The minutes of the meeting held on 29th June, 2016 were confirmed by the Committee and signed by the Chairperson.

2. JAMIE-LOUISE MORRISON.

The Secretary reported that, unfortunately, Jamie Louise Morrison had suffered a family bereavement and was unable to attend the meeting to report on her recent three months working on a project in rural Nicaragua. She had stated that, if possible, she would attend the Link meeting in September.

The Secretary's report was noted.

3. CORRESPONDENCE REPORT.

The Committee received the Secretary's report of correspondence with Carmela Hernandez, the Link's representative in Nicaragua, since the previous meeting.

The Secretary drew attention to Carmela's remarks about the earthquake which had struck off the coast of Nicaragua in the Gulf of Fonseca some 20 miles from the neighbouring municipality of Puerto Morazan. Apparently schools had been closed for a time but classes had now been resumed although there continued to be some aftershocks.

The Secretary drew attention to the messages concerning an international conference on twinning to take place in Managua on 15th/16th July which would be dealt with later in the meeting.

The Correspondence Report was noted.

4. TREASURER'S REPORT

The Treasurer presented her report which stated that the sum of £130.00 had been received since the previous report and £50.00 had been paid for annual affiliation to the Nicaragua Solidarity Campaign.

Banking arrangements. The Treasurer reported that all the necessary documentation had been submitted to the Cooperative Bank but there had been no response to date.

5. FUNDRAISING

- (a) Sue Thomas reported that the Virgin Lounge in Davey Place had been booked for an event on 27th October. There would be a reservation fee of £100.00 and Tony Bailey had agreed to raise this amount. Virgin staff would organise tickets for a £5 'voluntary' donation and they would also sell raffle tickets but a theme for the evening would be needed. It was agreed that the event be publicised as a 'Ukulele Night and Tony Bailey agreed to offer instruction on playing the ukulele. Tony and a friend would also play ukuleles for entertainment. Sue Thomas agreed to some training for events offered by Virgin.
- (b) Use of Bishop's Garden. The Secretary reported that he had circulated the other three Twinning Organisations about organising an event in the Bishop's Garden in 2017. A reply had been received from the Norwich – Rouen Group agreeing to participate and the Committee of the Norwich – Novi Sad Association had also agreed to take part. There had been no response from the Koblenz twinning.

There was no formal application form but charities are asked to write a letter of application setting out why they are applying, what the money will be used for, and details about how they might run the day with the number of volunteers involved.
- (c) Bike Ride: Sue Thomas reported that arrangements had been made for a sponsored bike ride on 24th September, starting at UEA over a distance of 30 miles with shorter options of 7½ and 15 miles. It was agreed to circulate details to local cycle clubs explaining the purpose of the event.
- (d) Give as you Live. Information had been received about a fund raising scheme called 'Give as you Live'. The Treasurer reported that she was looking into the scheme which involved purchases made at over 4,000 stores across the country and would report to the next meeting of the Committee.

6. FIRST INTERNATIONAL CONGRESS OF TWINNINGS WITH MUNICIPALITIES – MANAGUA – JULY 2018.

The Secretary drew the Committee's attention to a programme, laid on the table, for an international congress of municipalities involved in twinning in Nicaragua which had been organised by the Nicaraguan Government. He said this had originally been raised with him by our Representative in El Viejo with an invitation, apparently from the Alcalde of El Viejo, for him to 'attend a conference in July'. No further information had been provided and requests for clarification had not clarified the matter (see message (d) in the correspondence report at Item 4 of this agenda). It eventually transpired that the conference was being organised by the Nicaragua Government and would take place on 15th/16th July in Managua.

The Secretary had indicated that he would not be able to attend such a conference at such short notice and on account of the costs involved. Eventually, and after consultation with the Link Chairperson, it was agreed that Carmela should attend as an observer and report back on the conference.

Carmela had subsequently sent a number of messages about the conference including a number of Power Point Presentations, in Spanish, relating to the topics in the programme.

The organisation of the Conference was, unfortunately, very poor. There are thirteen British twinnings with Nicaragua but it appears that only one, in London, received prior information about the Conference and they sent two councillors. The Secretary asked NSC in London if they could arrange for their local representative in Nicaragua to attend as a means of getting reliable information about the conference but unfortunately she was unable to attend because of sickness. The Secretary had asked our representative for is a list of organisation who were represented at the conference.

7. REPRESENTATIVE'S REPORT.

The Committee received the report of the local representative, Carmela Hernandez, for the period March – June, 2016.

The School Gardens were being planted again with cucumber, pipian, beans, squash, peppers, and corn to augment food provided by the Government.

Money left from the budget amount for schoolbags and contents will be used to buy teaching material and cleaning material such as brooms, mops etc. which are not provided by the Ministry or the Alcaldia. Details of this expenditure will be included in the next report.

Under the heading 'Needs of the School' The School Committee drew attention to structural and other needs of some of the schools, such as damaged tiling, cracked walls, insecure gates, replacement of beams, need for whiteboards. They also asked for the repair of desks, repair of walls and floor, repair of windows, paint for ceilings.

The Committee pointed out that the sort of items mentioned in the then report under 'Needs of the School' are not provided for under the terms of the scholarship scheme and are properly the responsibility of the Government or the Alcaldia and that scholarship funds must not be used for those items. It was agreed that Carmela, and the School Committee be so advised.

8. REPRESENTATIVE'S ACCOUNTS.

The Committee received Carmela's accounts for the period April to June 2016.

The accounts showed expenditure for the period amounting to US\$766,54. It was also noted that Carmela had not claimed her salary for the months of May and June (Carmela had previously agreed to forgo her salary for April as she was out of the country visiting her daughter in Iceland).

The accounts were noted and it was agreed to remind Carmela about claiming her salary for May and June.

9. DATE OF NEXT MEETING.

It was agreed that the next meeting of the Committee be held on 21st September, 2016.

Chairperson

NORFOLK AND NORWICH – EL VIEJO FRINDSHIP LINK

EXECUTIVE COMMITTEE- 21st September, 2016

CORRESPONDENCE REPORT

The following exchanges of correspondence with our representative in El Viejo have taken place since the last meeting of the Committee.

(a) Message 16-21 to Carmela sent 2nd August 2016

Dear Carmela,

Thank you for your report for March – June which was considered by our Committee on 20th July.

1. School Gardens.

Our Committee was very pleased to learn that the school gardens continue to produce crops which are used to provide food for the children additional to the supplies from the Ministry. Please tell the children, and the teachers, that our Committee congratulates them on growing the crops which are used in their snacks at school.

2. Share of Scholarship Allowance.

Our Committee noted that the amount of \$400 has been allocated to the schools for the purchase of cleaning materials etc under group 2 of the scholarship funds as set out in the table in your report.

3. Needs of the Schools,

Our Committee took note of the various items listed in the section of your report headed 'NEEDS OF THE SCHOOL'.

Our Committee is concerned about the list of problems set out in your report but they point out that the various items listed under this heading concern structural and building maintenance problems which are outside the scope of the Scholarship Project. These items are the responsibility of the Ministry of Education and should be reported to the Minister. The Committee should also ask the Alcaldia for support in seeking remedial action by the Ministry.

4. The Earthquake.

Did any of the schools suffer any sort of damage, particularly structural damage, from the Earthquake? If they did, then this should be reported to the Ministry. Did anyone suffer injury caused by the earthquake?

5. The International Conference on International Twinning.

We are pleased that you attended the International Conference in Managua on 15th/16th July and thank you for the various reports that you attached to your e-mail. They are being sent to our Committee.

Did the conference provide a list of those representatives who attended the Conference from outside Nicaragua? If there is such a list we would be very pleased if you could send us a copy. There are 13 UK twinnings with various places in Nicaragua but it appears that only one of them was represented at the Conference.

6. Your Salary.

Your Financial Report for April to June did not include any payment of your salary for the months of May and June. Please tell us why you have not claimed your salary for these two months. We understand that you were visiting your daughter in Iceland during April so you did not claim for that month but this does not explain why you did not claim for June/July.

7. Your Visit to Iceland.

We hope that you enjoyed your visit to your daughter in Iceland. No doubt it was very different to Nicaragua and much colder.

(b) Message 16-22 to Carmela sent 11th August, 2016.

Dear Carmela,

I have not received any message from you since 19th July. We hope you and your family are well and that all is well in El Viejo.

My wife and I will be away from home from today until the end of August so I will not be able to respond to any messages until we return.

The next meeting of our Committee will take place on 14th September. Please send your report to me by 1st September so that I can have it translated and circulated to the Committee by 7th September.

I remind you that I still await the latrine reports for Francisco Morazan and Rosario Mayorga. Is there any reason why these reports are not available? If we are to take any action about the state of the School latrines it is essential that we have a complete picture of the situation. If there are not problems with the latrines at these two schools please tell us.

As you may know, the UK has decided to cease membership of the European Union following a national referendum. One of the results of this decision is that the value of the British Pound (£) has fallen against the US\$ from \$1.50 to US\$1.30. We are still assessing the result of this fall in value and how it may affect our funding. We will keep you informed.

I look forward to hearing from you.

In solidarity,

(c) Message 16-23 to Carmela sent 4TH September, 2016.

Dear Carmela,

I hope all is well with you and your family.

Ref my message 16-22 dated 11th August, I have not yet received your report for July and August. Our next Committee meeting will take place on 14th September and I have to get your report translated into English and sent to the members of the Committee a week before the meeting, therefore I need your report as soon as possible. Please let me know if there is any problem preventing you from sending your report.

In solidarity

(d) Message from Carmela received 5th September, 2016.

Dear Ralph.

All are well here and also for El Viejo.

I send you the narrative report for July -August 2016.

A greeting.

Carmela

(e) Message from Carmela received 6th September, 2016

Dear Ralph

Here O send pictures of the old latrines that are not used and of the toilets that are in blue with white and they are of current use of the school Rosario Mayorga.

Carmela

(f) Message 16-24 to Carmela sent 8th September, 2016.

Dear Carmela,

Thank you for your report for July/August and the photographs. I will submit the report to our committee, which will now meet on 21st September. I will send you any comments which the Committee may make.

I have also received your e-mail of 6th September attaching photos of the latrines at the Rosario Mayorga school. Unfortunately the quality of all seven photos, and particularly nos 2,3, and 4, is very poor indeed and I am unable to use them for our committee. I hope it will be possible for you to take some more pictures of these latrines, particularly those that remain in use.

In solidarity.

(g) Message 15-25 to Carmela sent 13th September, 2016

Dear Carmela,

There are a couple of questions arising from your report for July/August that I need to clarify.

First, your accounts for April-June show that you did not claim your salary for May and June. I know that you visited your daughter in Iceland during April but Is there any reason why you did not claim for May and June?

Second, the photos attached to your report include a school named Ricardo Morales. This is not one of our scholarship schools and, at present, we could not include this school in our scheme. Please tell us why this new school has been mentioned in your report.

We hope your family are all OK, particularly your mother,

In solidarity,

C: /documentsmsword/linkexecutive/corresreport16-09-21.rg

**NOROLK AND NORWICH – EL VIEJO FRIENDSHIP LINK – 21st September,
EXECUTIVE COMMITTEE - 21st September, 2016**

TREASURER'S REPORT

N&N El Viejo Friendship Link		1 July to 31 Aug		
Community Direct Plus Account25620				
Charity number 1156787				
	Balance c/f	11,658.70		
	Receipts			
1 July to 31 July	SO	200.50		
	TOTAL RECEIPTS	200.50		
	Payments			
		0.00		
	TOTAL PAYMENTS	0.00		
			statement 71	
	Balance	11,859.20	11,859.20	
	Receipts			
1 Aug to 14 Aug	SO	103		
	TOTAL RECEIPTS	103		
	Payments			
10/08/2016	Virgin Money Giving (500020)	180		
	TOTAL PAYMENTS	180		
			statement 72	
	Balance	11,782.20	11,782.20	
	Receipts			
15 Aug to 31 Aug	SO	32.5		
31/08/2016	HMRC gift aid claim	357.29		
	TOTAL RECEIPTS	389.79		
	Payments			
		0.00		
	TOTAL PAYMENTS	0.00		
			statement 73	
	Balance	12,171.99	12,171.99	

NORFOLK AND NORWICH – EL VIEJO FRIENDSHIP LINK

EXECUTIVE COMMITTEE – 21st September, 2016.

REPRESENTATIVE'S REPORT – JULY-AUGUST, 2016.

From July 1 to July 12, 2016 schools had vacation, and the 14, 15 and 16 July to participate in the Congress of twinning in the city of Managua. I have sent a report of this Conference.

In August are conducted a visit to the school Morazán where is could see again that are working with the Orchard school and that are reaping. Also note the status that this school latrines.

At this time the rains have been persistent to this being an important factor in the school absence since several children who walk several miles have not been able to attend classes case of Maritza, Morazán school and El Recreo.

It continues with visits to schools where small meetings are held with teachers and schoolchildren Rosario Mayorga, Morazán, Norwich, El Perpetuo, and Maritza to collect some history of children's lives that deserve to be counted. "Behind every face is a story, we say to the children" are going to make a story "

Another thing that I saw in schools that continue to operate the school places with great effort from teachers and students who care materials.

Continues being novelty and is good mention another time since it did in the report above is the importance of the school orchards since have had good harvest in some schools as the Morazán and the Evemilda that stand out this time.

SHARE OF SCHOLARSHIP RECIPIENTS.

Of the approval of the share of scholarship of \$2.00 by child scholarship is made a total of \$400.00 and is bought the following tools of cleaning.

DISTRIBUTION OF SCHOOLS CLEANING TOOLS.

SCHOOL FRANCISCO MORAZÁN

v 6 wood mops?

v 6 mops of metal

v 9 brooms

v 12 highlights

ROSARIO MARTINEZ SCHOOL

v 5 mops of wood

v 6 metal mops

v 6 brooms

v 12 highlights

ROSARIO MAYORGA SCHOOL

v 3 mops of wood

v 3 metal mops

v 6 brooms

v 5 highlights

NORWICH SCHOOL

v 6 wood mops

v 6 metal mops

v 6 brooms

v 6 highlights

PERPETUO SOCORRO SCHOOL

v 6 Wood mops

v 6 metal mops

v 6 brooms

v 10 highlights

SCHOOL EVEMILDA SOMARRIBA

v 6 Wood mops

v 6 metal mops

v 6 brooms

v 10 highlights

SCHOOL FRIENDS OF HOLLAND

v Wood 6 mops

v 6 metal mops

v 6 brooms

v 12 highlights

SCHOOL EVEMILDA

v Wood 4 mops

v 5 mops of metal

v 6 brooms

v 10 highlights

SCHOOL EL RECREO

v Wood 2 mops

v 2 brooms

v 2 highlights

August 24 We had planned to meet in the teacher Ana Centeno's house but due to much rain had to suspend this meeting to the second week of September.

During a visit I made in the perpetual school, director Norvin and Professor Ana requested me desks or chalkboards for a new school with Monte Rosa built it where children were receiving classes outdoors.

Ingenio built the school but he did not give them equipment, at the request of the director will make a letter to my friend Maria Jose Guillen of Panticosa to see if they can help us with some whiteboards

LATRINES.

MORAZÁN

Has two latrines in State regular and are managing to MINED and Mayor's Office to resolve this situation.

ROSARIO MAYORGA only has a toilet with septic tank pit and kept it with key and the day I was visiting him I could not do the photo.

PERPETUAL

Had already sent photos of the State in which the latrines are that the rains has damaged them.

MARITZA

Has two toilets, have problems with the water. The well is dry them.

NORWICH

IT HAS TWO LATRINES AND ARE IN GOOD CONDITION.

(Note: Carmela also attached a large number of photographs to her report. I have made only one copy which will be available at the meeting on 21st September. RG)