

# eNews Update

## St Albans Bereavement Network



Release 2, Summer 2013

Thank you to everyone who has given us feedback on the first release of our eNews Update. It is great to hear that so many of you enjoyed reading this new communication format and content. If you have any comments or ideas for articles you would like us to consider for future editions, then please do let us know by emailing us at [admin@sabn.org.uk](mailto:admin@sabn.org.uk).

2013 is becoming a year of new beginnings for the St Albans Bereavement Network and we are delighted to tell you all that we will shortly be moving to new premises in the centre of St Albans. You can read more about this exciting step for the Network in this update.

Also our new website is now 'live' and we hope that you will find the updated format informative and easy to navigate. Why not take a look at [www.sabn.org.uk](http://www.sabn.org.uk).

**Happy Reading!**

**St Albans and District Bereavement Network**  
**Address: PO Box 671, St Albans, AL1 3ZX**  
**Helpline: 01727 841 841 Admin: 01727 841 914**  
**Email: [admin@sabn.org.uk](mailto:admin@sabn.org.uk)**  
**Website: [sabn.org.uk](http://sabn.org.uk)**

# News .....office move



## SABN Move to New Premises

We are delighted to announce, that after many months of searching for suitable and affordable rented accommodation, SABN will be moving into new premises on Tuesday, 30<sup>th</sup> July 2013. The retail unit in Catherine Street was formerly occupied by the Centre for Volunteer Services and offers the space and facilities to enable us to expand and develop the services we can offer local people.

It is also hoped that our central St Albans location will make it easier for people to access our help and facilitate us reaching out to the wider community.

### Our New Address

SABN  
31 Catherine Street  
St Albans  
Herts  
AL3 5BJ

**Helpline: 01727 841841**

**Admin: 01727 841914**



# News .....office move and new website

## Visitors & Volunteers - parking

Like most premises in central St Albans we will no longer have any free off-street car parking. There are a number of car parks in the town centre that are just a few minutes walk away.

The closest parking is in Adelaide Street, current charges are:

Up to 2 hours : £2.60

Up to 5 hours: £3.60

Disabled badge holders: up to 3 hours free

For more information on parking:

[www.stalbans.gov.uk/transport-and-streets/parking/Car-parks-in-St-Albans](http://www.stalbans.gov.uk/transport-and-streets/parking/Car-parks-in-St-Albans)



## Our New Website has gone live!

Please visit

[www.sabn.org.uk](http://www.sabn.org.uk)

to see our new look.

## News .....



### **SABN's Founder and Patron receives an MBE**

Dr Mary Groves has been recognised in the Queen's birthday honours list and has been made an MBE. Mary Groves set up the St Albans and District Bereavement Network in 2002, together with her husband Colin Rowe, after successfully establishing the Grove House Hospice.

As one of our Patrons, Mary remains involved with the work of the Network. We are delighted that her work and dedication, over many years, has been recognised.

## Fundraising .....



### **Strawberries & Fizz Fundraiser a big success**

Despite the typically British June weather, the rain did not dampen the spirits of those attending our fundraising garden party. Ann Barnes, a volunteer with the Network, kindly opened her house and garden for this summer event. Guests enjoyed freshly picked strawberries and a glass of fizz.

Michael Elves, SABN's Chairman, thanked Ann and everyone who attended for their generous support. The event and raffle raised an impressive £500 towards the work of the Network.

*Photograph: Adam Barnes*

# Our Team.....

Vivian Lawman, Network Manager, introduces the team who will be working at Catherine Street supporting the smooth transition of the administration, facilities support and clinical services.



## Our clinical team

Jo co-ordinates all our counselling and visiting activity, juggling helpline calls, assessing new clients and arranging appropriate support for them. Jo works in the office on Monday, Wednesday and Fridays. Currently we have 9 volunteer counsellors who support the counselling service Monday to Friday.



## Our admin team

Fran and Joanne manage all the office services and administrative support, ensuring that everything we need to operate our client services efficiently is taken care of.

Joanne works Tuesday and Thursday mornings and Fran is in the office each day until 1.30pm.



## Our office volunteers

We are grateful for the support of our wonderful team of volunteers who help in the office every week answering phones, maintaining our databases, keeping our information and resources up to date, helping with mailings, events, design work, photography and anything else we ask of them! A big thank you to Rachel, Di, Paul, Lena, Ann, Angela, Lakshini, Jamie and Hilary for their continued support.

## Recruitment.....

### Assistant Administrator / Receptionist

**SABN are looking for an assistant administrator / receptionist to join the team.** The hours required are 9.30am to 1pm, Monday to Friday. This will be a key role as the job holder will be the first point of contact for those telephoning the Network or calling at our new offices. Additionally, you will be responsible for providing clerical and general administrative support to the office and will be expected to have strong IT skills. You will need to be well organised and have previous administrative experience. You will also need to have excellent people skills and an ability to relate to a wide range of individuals. This will be a paid role.

Any enquiries or application [with CV attached] should be **by email only** to:

[vivlawman@sabn.org.uk](mailto:vivlawman@sabn.org.uk).

### Volunteers

SABN are also making an urgent appeal for volunteer counsellors and volunteers to support both the clinical services and to help with the office admin/ IT and fundraising activities. This is an exciting time for the Network; our new offices provide facilities that will enable us to expand and develop the service further.

**Do you know anyone who can spare a few hours each week to help?**

If you can help or know somebody who may be interested, please contact the office either by email: [admin@sabn.org.uk](mailto:admin@sabn.org.uk) or call: 01727 841914.

## Dates for your diary.....



everyone is warmly invited to an

### Annual Service of Remembrance and Thanksgiving

for the lives of their loved ones at

St Albans Cathedral

Sunday 24th November 2013

**Dove Release** ~ 2.30pm at West Doors

**Service** ~ 3.00 pm to 4.30 pm

Organised by: The Cathedral Ecumenical Chaplaincy  
and St Albans & District Bereavement Network