

## Brighter Futures Trustee Meeting

Tuesday, 7th January 2025, 17:00 Hours

### Present

Shane Owen

Tim Jones (minutes)

Ken Lewis

Julie Simmonds

Jamie Owen

Caroline Allen

### Apologies

Simon Poole (SP)

Shane started the meeting by welcoming everyone with a Happy New Year.

1. **Funding Update** – Shane shared a report with a summary regarding current funding. This outlined the staff member and who was funding their role with various other pieces of information including length of funding, etc.
2. Ken enquired about the difference in the **hourly rate** between the roles and Shane explained this was usually dictated by the funder and what could be asked for at the time of the funding application. When funding for a staff member elapses and a new application is submitted then higher costs for that staff member are incorporated into the bid/new application. A conversation then followed about whether the rate could be '*topped up*' from core funding to ensure all staff were on equal rates. Shane explained that this may not be possible due to current funds and costs involved. Shane stated the document was stored on a shared folder on OneDrive and, it was beneficial for staff to be aware of the current situation with funding and funders.  
Shane then gave a further update regarding **current applications** and stated that we are due to hear back from 3 funders in the coming days/weeks where applications have been submitted.

Bids are in with SMF, Waterloo and Moondance. There is funding due for approximately 15k for additional solar power and a water harvester from CFIW/Principality.

3. **Sarah** – Shane explained that unfortunately Sarah was leaving at the end of February. He did not want her to leave but was unable to prevent it. Julie asked about what was happening to the role and Shane explained he had not had time to consider a replacement as yet, but it was on the list to be addressed. This led to further talk about Sarah, Ellie & Ken attending at Neumark today and being successful in obtaining further funding from Neumark.
4. **Manager / leader** – A discussion ensued regarding the potential for a manager / leadership position. All agreed this would be welcome and take some time from Shane to concentrate on other matters, submitting funding applications, etc. The conversation consisted of whether this would be internal or external and all agreed it would need to be 'open and fair'. Shane explained that funding is the main stumbling block. A further discussion continued regarding where the funds could be obtained from, and Ken suggested approaching 'SMF' to generate more funds. Shane responded stating as we already had a bid in progress for a core member of staff and as such there would only be the opportunity for funding for 1 role from SMF. **Action** – Ken agreed to co-ordinate a study regarding the management role (time, costs, benefits, etc)
5. **Social Enterprise** – Ken enquired about the possibility of generating additional revenue. Volunteers creating more planters for sale, bird tables, summer, and winter fayre's, etc. Ideas were discussed and although it was agreed there were some good ideas there were also other factors to take into account and at present one of the issues was nobody having time to explore further opportunities. Staff were already reporting that they were struggling with current duties and time management. The conversation then changed topic and the conversation revolved around working for charities and the third sector and job security. Julie and Caroline both gave examples of roles that were funded and the unfortunate possibility of a job being under threat of redundancy when funding was due to end. Funding was typically only for 1 or 2 years, and it was considered to be fortunate if a role was funded for a greater length of time.
6. **Building this week** – Had been closed for training and general housekeeping. Activities to return to normal next week. Caroline said DCC (Housing) have arranged to visit 1pm on Tuesday, 15<sup>th</sup> Jan. It would be like the help 'Sarah received' if people had issues they could attend. **Action** – Caroline to send a

*copy of the E-Mail*. A discussion followed and ideally more groups were wanted to visit BF and provide talks on various subjects. Shane added this task was already incorporated into staff work plans and this should be done without being told/instructed. This used to happen but recently it had been ignored and was not being completed. Tim stated the Benefits Advice Shop were willing to attend and provide advice to members but needed to know when best to attend and would mention it at the staff meeting.

7. **Staff meetings** – A brief explanation regarding staff meetings was provided, informing all these usually took place every 2 weeks and usually lasted about 30 to 40 minutes. Tim explained that it was useful to have staff together with the various working patterns and any issues raised could be discussed rather than hearing through third parties (hearsay) and the potential for misinformation. They were also beneficial when discussing matters such as 'xmas staff rota'.
8. **18:35** – Meeting Closed