

## Brighter Futures Trustee Meeting

Tuesday, 11th March 2025, 17:00 Hours

### Present

Shane Owen

Tim Jones (minutes)

Ken Lewis

Julie Simmonds

Jamie Owen

Caroline Allen

Simon Poole (SP)

### Apologies

1. **Monthly reports** – SO provided quick re-cap about reports. He mentioned that he would request a brief report from Lisa for future months. Penny had now started doing reports, but she was not aware to send to the Trustees. (Action SO to inform Penny). the Neumark report for this month would possibly be done by JP. Further summary on the Cogog project that LH would be delivering and was due to start.
2. **Funding** – Tim explained about the Police funding that has been approved, and costs to be claimed when spent. Moondance funding has been received which will cover GCE, and we are currently awaiting other funding decisions. SMF are attending on Friday to visit, and we should know more after this funding for Groups coordinator. [REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]  
[REDACTED]
3. **Staff Hourly Rates** - Caroline asked about an update from the last meeting and the situation with staff being on different rates. Further discussions followed about knowing if we will have funding and the unease / uncertainty this causes. A spreadsheet was shared with plans for staff, funding, awards and how pay to be

calculated. More discussion about staff being on a level playing field and how this can be implemented. Shane said funding would then have to be “**unrestricted**” funding to allow this to happen and be able to top up pay, explained that it isn’t within the powers of the group to use money in a different way than agreed when it is restricted. Ken mentioned that staff need stability and at present they don’t feel secure. Caroline said she thought the process needed to be explained and staff may not understand why rates may slightly differ. Julie said it was possibly something to take away and review (which everybody agreed to do). Quick re-cap about the minimum and national wage, and more about unrestricted funding ensued. Shane then provided an example of how funding is broken down for a staff member. The conversation moved to the position of Lead Youth Worker, lack of applications, and the consequences/ knock on effect of not having a Youth Worker and the impact this creates on future plans. Shane finished by stating there will always be uncertainty due to grants being considered by funders, and positions only being funded for short dates, unfortunately that is something common across the sector faced by everyone. It is noted that staff are aware of rates of pay when they apply for or do not apply for posts.

4. **Team Leader** – Ken asked if everyone managed to review his work on the position of Team Manager or if anybody else had any comments. Julie said she would need to refresh her memory regarding the content and Shane said he had not had the opportunity to look at it yet. Ken said it was agreed in the last meeting that it would be desirable for the benefits the role would bring, and it would be useful. Ken requested that it be looked at again before the next meeting.
5. **Volunteering** – A team building exercise which JP will arrange was agreed.
6. **Policies** – Shane said there were 3 to do but he wanted to move to staff doing policies rather than him and this would improve potential sustainability and building skills/knowledge, or at worst them involving themselves as a learning experience and sustainability development.
7. **Assets** – Explanation given on the current state of minibuses. The red 16-seater was now fine following the recent repair work, and the 8-seater had just passed its MOT.
8. **Conwy Minibus** – Work has stated on the supporting documents. The application had been submitted, and the timeline for the remaining work to be completed was June. 1Comapss have generated a draft partnership plan for BF to consider.

9. **Community Gardener** – Ken, mentioned there had been talk about Penny arranging a memorial dinner at the BT garden with Lisa and volunteers to help assist. Shane to investigate further and discover what had been planned. Further talk about Penny being unsure as to what the process was to request assistance in using volunteer help, making planters, etc. Shane stated that as it was asking for volunteer time that all requests should ideally go through Jayne as volunteer co-ordinator but informal engagement was also beneficial for quick wins.

10. **18:30** – Meeting concluded