

BF Committee

10th August 2020

at the Brighter Futures, 34 Wellington Road, Rhyl.

Minutes

Present:

Brian Penney
David Hampson
Jayne Jones
Katy Park
Shane Owen
Kellie Bowen

Apologies:

Nigel Moores
Jade Wilkinson
Jamie Owen

Matters arising:

Current post of caretaker is now ready to be advertised, JD/PS and advert checked over, all asked if they can think about being on the interview panel and reply to Shane within the next 2 weeks.

Works on the building again continuing, internal work upstairs now has 4 rooms finished, the yard is almost done and now just needs holes sealing and the allotment/planting areas finished.

Building prep works almost complete, SMF provided funds to purchase new kit which has arrived.

Final risk assessment prior to open has now been completed (excluding completion of training, however the training has been purchased.)

Personnel (staff and volunteers).

Katy is coming back part-time, initially it is for 2 days (Mon and Tue)

Courses book for Geraldine, H&S and Covid

Committee skills courses book for committee members

Financials

Please see attached finance report (June finance report)

Salisbury Accountants appointed for annual accounts, Shane, Jayne and Katy are to visit them this week to discuss ways of improving.

CFAP capital request EOI has gone in.

Safeguarding, Health & Safety

Dragon Fire are servicing the fire alarm, will be due again in Feb.Mar 21

Wyn Edwards Electrical due to send in the EICR this week.

H&S Policy review is due, needs a discussion at the next meeting.

Fire extinguishers now have 12 months life again before service due.

The new internal front door has been ordered and should be fitted by next week.

Building matters

Toilets had a large leak, this has been repaired.

All new covid safety items will be fitted by the end of the month

Any other business

N/A

Next meeting

Next Meeting 7th September 2020 at 12.30