

BF Committee

9th August 2022

Minutes

Present:

Caroline Allen
Julie Simmonds
Jamie Owen

Apologies:

Simon Poole
Ken Lewis

Matters arising:

The meeting minutes for May 2022 are approved

Summer of fun update was provided, staffing levels discussed as numbers attending are considerably higher than expected, Trustees will volunteer to assist and bank staff to be contacted.

The building lift has been looked into, with costs being in excess on 25k for the cheapest option then this will be a project placed on a backburner until such time grant funding might be an option.

Trustee training via the ICAEW via the Cranfield Trust and NSPCC has been booked online, Trustees to try and get together to complete both of these in the near future.

Financials

June and July finance reports have been issued by email.

Various grant funding discussed, and prioritised, new applications are with funders for core costs, a new 3 year budget and cash-flow is ready but will need to be monitored for 3 – 6 months to check for accuracy.

Safeguarding, Health & Safety

New training for all is being reviewed, as much as possible training for staff will be completed in the new year, prior to reopening to ensure that interruption is kept to a minimum.

All DBS checks are up to date, all are clear.

Policies are being reviewed and will be updated onto the HUB by the end of the month.

Building matters

EAP has been completed (up to the point funding allows), a new application to CFP should be considered for 2023 to complete works such as insulation and UFH.

Steve and Brian have been busy completing the essential repairs required.

Any other business

N/A

Next meeting

Next meeting will be an AGM in Nov 2022, as yet no date is set (an email will be sent to confirm the date to all trustees asap).

**BRIGHTER FUTURES
Board meeting agenda**

Date:	9 TH AUG
Time:	5.00
Location:	OFFICE

Item	Description	Action	Time allotted
1	Present and apologies	DONE	5
2	Declaration of interests	N/A	5
3	Review of actions from previous meeting	DONE	10
4	Approve minutes of previous meeting	DONE	5
5	<i>Operational plan update</i>	N/A	20
6	<i>Financial update</i>	DONE	15
7	<i>Projects update</i>	IN MEGA	15
8	<i>Health, Safety & Safeguarding</i>	DONE	15
9	<i>Building update</i>	DONE	15
10	Any other business	N/A	15
	Next meeting [Time, date and location of next meeting]	TBC IN NOV	

2hrs