

BF Committee
1st December 2021
Virtual / online meeting.
Minutes

Present:

Jayne Jones
Katy Park
Shane Owen
Julie Simmonds
Caroline Allen
Simon Poole
Stephen Johnson
Jamie Owen

Apologies:

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Matters arising:

The meeting has been held to co-opt new Trustees to the charity under the powers set out within the constitution.

The Chair noted that the nominations for membership had been received and induction documentation had been sent to all those applying, current Trustees nominated and unanimously approved the appointment of Caroline Allen, Julie Simmonds, Simon Poole and Jamie Owen. The following changes are to be recorded with the Charities Commission.

Each Trustee has now received all commencement resources including access to all IT systems, tablet, ID and hard copies folder.

The Chair thanked the group and offered his retirement as a trustee to become a volunteer supporting sustainability developments.

Trustee training has been arranged for January 2022 to start with governance and Safeguarding provided by the ICAEW via the Cranfield Trust and NSPCC starting at the next Trustee meeting in January 2022.

Financials

Decembers finance report will be issued by email on or around 15th December.

Various grant funding discussed and prioritised, a new longer term application to TNL was explored and action points identified that would be needed prior to making an application.

Safeguarding, Health & Safety

New training for all Trustees is being sourced through the NSPCC for January 2022.

All DBS checks are to be renewed in January 2022.

Building matters

Programme of works was briefly discussed, this will be looked at in more detail in February 2022 when more time will be available.

Any other business

Stephen Johnson is organising the Christmas Party and will email potential dates for this next week.

Next meeting

Next meeting is set for 10th January 2022

**BRIGHTER FUTURES
Board meeting agenda**

Date:	
Time:	
Location:	

Item	Description	Action	Time allotted
1	Present and apologies		5
2	Declaration of interests		5
3	Review of actions from previous meeting		10
4	Approve minutes of previous meeting		5
5	<ul style="list-style-type: none"> <i>Operational plan update</i> 		20
6	<ul style="list-style-type: none"> <i>Financial update</i> 		15
7	<ul style="list-style-type: none"> <i>Projects update</i> 		15
8	<ul style="list-style-type: none"> <i>Health, Safety & Safeguarding</i> 		15
9	<ul style="list-style-type: none"> <i>Building update</i> 		15
10	Any other business		15
	Next meeting [Time, date and location of next meeting]		

2hrs