

## **BF Committee**

**23<sup>rd</sup> November 2021**

**at the Brighter Futures, 34 Wellington Road, Rhyl.**

### **Meeting Notes**

#### **Present:**

Jayne Jones  
Katy Park  
Shane Owen  
Brian Penney  
Stephen Johnson  
Caroline Allen  
Julie Simmonds  
Sam Jones

#### **Apologies**

Simon Poole

**Note: The meeting was held in addition to set Trustee/committee meetings as a team building event, no standard agenda items were discussed and agreements made.**

#### **Meeting events and notes:**

# All arrived and welcomed by SO and introductions made

# JS and SO toured the building

# While eating staff and volunteers gave an introduction to Brighter Futures, its structure and groups / activities being delivered, everyone participated and shared discussion

# SO explained that CA and JS have been asked to join the Trustees along with SP to provide a greater range of skills and experience and a fresh perspective to ensure that the charity continue its work towards great accountability and transparency

# Distribution of new Trustee information files was completed, SO to send new trustees information required to access email accounts and on-line documents.

#### **Actions:**

# New email accounts set-up and details sent out

# Send out email information to gain HUB and MEGA access

#### **Any other business**

Team discussion around potential social enterprises with community benefit were discussed.

#### **Next meeting**

# Not confirmed

**BRIGHTER FUTURES  
Board meeting agenda**

<b>Date:</b>	
<b>Time:</b>	
<b>Location:</b>	

<b>Item</b>	<b>Description</b>	<b>Action</b>	<b>Time allotted</b>
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"> <li><i>Operational plan update</i></li> </ul>		20
6	<ul style="list-style-type: none"> <li><i>Financial update</i></li> </ul>		15
7	<ul style="list-style-type: none"> <li><i>Projects update</i></li> </ul>		15
8	<ul style="list-style-type: none"> <li><i>Health, Safety &amp; Safeguarding</i></li> </ul>		15
9	<ul style="list-style-type: none"> <li><i>Building update</i></li> </ul>		15
10	Any other business		15
	Next meeting [Time, date and location of next meeting]		

2hrs