**Brighter Futures Trustee Meeting**

**Tuesday, 3rd December 2024, 17:00 Hours**

**Present**

Shane Owen

Tim Jones

Ken Lewis

Julie Simmonds

Jamie Owen

Caroline Allen

**Apologies**

Simon Poole (SP)

1. Shane began the meeting by stating that the Annual accounts have now been completed and sent via E-Mail to all the trustees. Once Aled from Salisbury’s had signed they would need to be sent off.
2. Shane explained that we had recently received 2 large payments from DCC and we had no knowledge of. On contacting DCC it transpires this was an error and that the money in the region of 40k was meant to go to another Brighter Futures in Llangollen. Arrangements made for the money to be paid back.
3. Julie asked about the comments regarding the SMF event planned later this month. Shane explained about the Xmas party and taking the children to a theatre hired by Steve Morgan. An explanation was provided regarding the importance of SMF funding and how these events reflect on BF. Shane was disappointed a staff member was unable to attend and it was confirmed Shane, Sarah, Suzy and Jay would be attending to represent BF.
4. A brief discussion ensued regarding the meeting being conducted online and how successful it was. Unfortunately, the audio on Ken’s laptop was not working. Ken was able to comment on the chat feature. **Action. Shane to examine Ken’s laptop regarding the audio issue**
5. **Funding** (Shane provided an update on the current funding situation, and stated all bids can be located on the 1 drive to view). All funding applications are for 2 or 3 years.

**Youth Fund** – To fund for youth workers on the evenings and for extra’s, like trips. Hopefully know later this week if this has been approved. This funding is additional to the Neumark fund for youth work as that covers Sarah & Ellie but would be for the other youth workers (Kate & Ste or possibly someone else)

**WCVA** – Needs to be submitted this week

**SMF** – Would be for Katy’s position.

**DVSC & DCC** – Small amounts

**Moondance** – Funding runs out early next year. We can then send reports and re-apply but awkward with the interim period so enquiries made whether can be requested before. Will treat as a priority but no guarantee.

**Waterloo** – Come back to us in the New Year – basically back up funding

**TT** – Ongoing conversations. Realistically not next year when the current funding expires. Their priority now is funding for ethnic minorities.

**Neumark** – Application submitted for Youth Workers (Ellie & Sarah)

**Multiply** – Have funding left over, application made for I.T, Chromebooks, etc.

**A4A** – Finishes this month and then will re-apply.

**Community Foundation** – Received approx. 15k for energy saving, lights on sensors, heating improvements, etc. Big water bowser on roof which collects rainwater and filtered into toilets. Will reduce water bills.

Shane finished by explaining there a few applications on pause whilst he waits news on those that are submitted. Depending on results these may have to be modified on what is being requested.

1. Postcode Gardener – Penny’s first day today. The plan for December is several introductions, meet all those associated with BF and shadow some of the team. Work different days and get involved with the various activities and gain and understanding of what we do. Have discussed some ideas and places identified. Penny is in receipt of her uniform; DBS check has been obtained and induction completed.
2. Conwy minibus – application to be submitted to allow Conway to have their own minibus. BF would own but it would be facilitated by other Conwy groups such as ‘Home Start’. Julie asked who would be responsible for the upkeep and Shane said all costs would be covered by the funding for the first year. It is a 1 year contract so there are a number of options available after including selling or handing over responsibility to Conway to take ownership.
3. Finance – Shane explained that ideally, we are not where we would to be. We have 2k unrestricted reserves at present where best practice states this should be 6k. However, we don’t have rent or high energy costs.
4. Julie mentioned we may have to review future meeting teams to allow for those needing to finish work for the day. Shane said this could be flexible and suggested the next meeting it may be useful to meet in person. The next meeting scheduled is 7th Jan and everybody agreed to keep to this date, with a reminder being sent the day before (which is the first day back following the Xmas holiday)
5. I.T – Ken said that he thought Caroline was not getting calendar updates. Shane then provided a brief update and said he was trying to slowly move staff over to Teams and provide a consistency for communication and with the laptops and software staff currently have.
6. Building Maintenance – Shane explained the roof still has a leak although it has been repaired 3 times and roofers are struggling to identify the issue. Shane went on to explain he had made a draft of changes to the layout for the inside of the building and described the proposal, sharing his screen and pointing out the changes. However, he stressed this was just an idea at present.
7. Cogog – Small grant received for Jan & Feb for the community to attend at BF and make inexpensive and healthy meals. They will then be able to keep the slow cooker, recipe books, food vouchers, etc.
8. Minibus – Currently ‘playing up’ and requiring some work. This is particularly concerning as it is currently required for the Xmas float with the first to commence on Thursday, 5th Dec.
9. Connected Communities – Tim gave a brief update which included the newsletter being published. Shane added that he wants to be the opposite of DCC who fail to update and report back.
10. Misc – Ken enquired about funding for the music room and a mentor. Shane replied that funding for staff is currently a priority and can be looked at once they have been finalised. The Xmas dinner was briefly discussed and attending the Xmas pantomime at the Little Theatre starring Suzy. A re-cap was quickly given on items discussed and the meeting concluded.