

Brighter Futures Trustee Meeting Minutes

Date: Tuesday, 3rd February 2026

Time: 17:05

Location: Online

Present

- Shane Owen
- Ken Lewis
- Julie Simmonds
- Caroline Allen
- Jamie Owen

Apologies

- None

Review of Previous Actions

- No outstanding actions from the previous meeting.

Matters arising

Trustees reviewed ongoing priorities relating to funding, staff capacity and the delivery of community activities.

Finance and funding

The Chief Officer provided an update on funding applications and the resources needed to sustain existing provision. Trustees discussed the relationship between restricted project funding and the charity's wider running costs.

It was agreed that future financial updates should clearly identify approaching grant end dates and any anticipated funding gaps.

Staffing and service delivery

Trustees discussed staff workloads and the balance between delivering activities, administration and developing new opportunities. Any proposals for additional capacity would need to be considered alongside confirmed funding.

Groups and community activities

An update was provided on adult and youth provision. Trustees discussed maintaining welcoming groups, planning activities in advance and involving members in suggestions for future sessions.

Premises and community resources

Discussion covered routine building maintenance, safety checks and the continued use of shared resources by local organisations. Trustees emphasised keeping maintenance records current and identifying expenditure requiring further consideration.

Governance and forward planning

Trustees discussed the need to keep policies, supporting documents and public information current. Funding sustainability, staff capacity and the condition of community assets would remain standing priorities.

Next meeting: To be arranged.

Meeting Close - Time: 18:10