
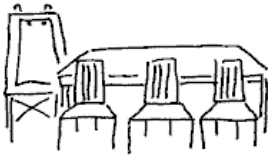





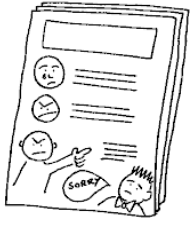
	People Matters Committee meeting	
	Tuesday 7 <sup>th</sup> June 2016	
People who came to the meeting		
Robert Rae	Tina Turnbull	Brendan Cowey
Susan Moreland	Charles Ward	Jonathon Cravitz
People who wanted to come to the meeting but couldn't		
Rowena Herbert		

	Conflicts of interest – None
	Notes from the last meeting are fine.


### **Actions from last meeting**

	The new budget for the Active Matters grant has now been finished and sent in
	Some more members have been involved in Nourishing People. The college want to be involved too
	We have been applying for new grants for Nourishing People and instead of Active Matters but there is more to do
	The new bank account has been opened – we can save some of our money and it will earn us some interest


## Things that we always talk about




	<p>Keeping people safe – 2 of our members have had a visit from a social worker</p> <p>Keeping people's information safe – nothing to report</p> <p>Health and Safety – a member of staff tripped outside Barkston House. We have reported this to the landlord</p>
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## Financial Report

	<p>We looked at how we had spent our money last financial year. Everyone was happy with what has been done. We need to get our accounts finished in the right way so we can send them to Companies House. We have to do this every year.</p> <p>We looked at the plans we have made on how to spend our money for the next year. The board agreed some changes in staff wages. They agreed that support workers should have the Leeds Living Wage from August. Most other staff should have a 2% cost of living rise. Apprentice wages change in October.</p>
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## What's happening at work (operational)


	<p><b>Outreach</b> 29 members are now getting their support from people matters. We now have salaried staff doing a lot of this work. There is a lot of work to do for reviews in the summer. We hope that we can have another member of staff to support Elissa because she is busy.</p> <p><b>Active Matters</b> We have agreed with our funders that we will start two new active arts groups. We need to make sure that we have the evidence we need</p>
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<p>Money raised by <b>HealthAmaze</b> through</p>   	<p>and do our evaluation.</p> <p><b>Teens</b> 47 young people have been recruited to Teens. We are getting better at collecting the information we will need to report to the lottery. There will be a report to write.</p> <p><b>Nourishing People</b> We looked at the plans Tina has written for a short time. We need to talk more about these. We talked about setting up a new organisation for Nourishing People. It could be a good idea but there are questions that the board need answers to before they can decide.</p>
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**Any other business**

	<b>None</b>
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**Actions**

	<ol style="list-style-type: none"> <li>1. Get the financial accounts prepared and checked by Rachel</li> <li>2. Make sure staff wages change as agreed in the budget</li> <li>3. Sort out the staffing changes so Elissa can have some help</li> <li>4. Make sure we can report to our funders for Active Matters and Teens</li> <li>5. Carry on looking for new funding for Nourishing People and instead of Active Matters</li> <li>6. Find out about how we might set up Nourishing People as a new organisation</li> </ol>
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	Date of next meeting – Thurs 4 <sup>th</sup> August at 5.30pm
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