
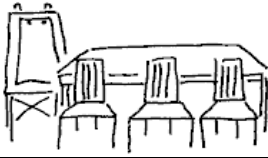









	People Matters Committee meeting	
	Tuesday 10 <sup>th</sup> January 2017	
People who came to the meeting		
Charles Ward	Tina Turnbull	Steven Carter
Rowena Herbert	Terry King	Susan Moreland
People who wanted to come to the meeting but couldn't		
Brendan Cowey	Jonathan Cravitz	

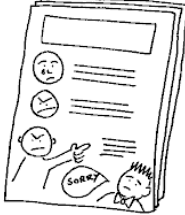
	Conflicts of interest – None
	Notes from the last meeting are fine.

### Actions from last meeting


	We have put news in South Leeds Life and West Leeds Dispatch plus door to door leafleting in New Wortley. Our marketing plan is being written.
	The CQC interviews are finished and the information they asked for has been sent in.
	We have reviewed our support charge policy. There has been one change because we pay staff the Leeds Living Wage.
	We are still looking at how we can cover the staff gap we have. We are advertising for a temporary person.

  <p>LOTTERY FUNDED</p>	<p>Two new Teens groups are starting in February.</p>
	<p>We held the EGM and the changes in our rules were approved. This means that we can change into a charity in April.</p>
	<p>The information directors asked for about pay is ready and will be talked about privately.</p>



### Things that we always talk about

	<p>Keeping people safe – nothing to report</p>
	<p>Keeping people's information safe – nothing to report</p>
	<p>Health and Safety – still no news from the council about sorting out the trip hazard by the door outside</p>

### Financial Report


	<p>We looked at our accounts for November. There were no concerns. Steve is starting to look at how we present this information.</p>
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### What's happening at work


 <p>health for all Changing Lives, Transforming Communities</p> 	<p>We talked about the classes. It is early but numbers are quite low. We have some ideas about dealing with this.</p>
	<p>We looked at what needed to happen at the EGM. Letter have been sent out to members about the meeting. The papers are ready. Charles, Steve, Terry and Brendan can be at the EGM</p>
	<p>The directors looked at the pay information Tina had found for them. This was talked about</p>


	in private. Charles will get in touch outside the meeting so this can be sorted out.
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**Any other business**

	We have heard about an opportunity in Bradford. Tina will find out some more information for the next meeting.
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**Actions**

	<ol style="list-style-type: none"><li>1. Report what has happened in Community Learning at the next meeting</li><li>2. Make sure that the EGM happens and that members decide what they need to if they want to change to a charity</li><li>3. Charles will talk to Lucy about the pay information the directors discussed.</li><li>4. Report back to directors about the possible Bradford opportunity</li></ol>
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	Date of next meeting – Thurs 23 <sup>rd</sup> February 2017 at 5.30pm
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