

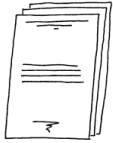






			People Matters Committee meeting
			Tues 13 th June 2017
People who came to the meeting			
Charles Ward	Tina Turnbull	Steven Carter	
Jonathan Cravitz	Susan Moreland	Terry King	
People who wanted to come to the meeting but couldn't			
Rowena Herbert	Brendan Cowey		

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

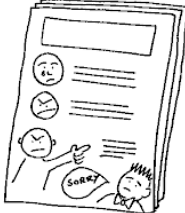
Actions from last meeting

	1. Our action plan now includes things for CQC
	2. The staff survey is done.
	3. New bank accounts being used. We still need to close the old ones.
	4. We have the grants for tablets and need to decide what to get


	<p>5. Our plan for People Matters is being brought up to date. The board will need to talk about it and agree it is right</p>
	<p>6. None of the existing trustees can become chair. Tina needs to look for someone new. We need a parent/carer trustee too.</p>





Things that we always talk about

	<p>Keeping people safe – Nothing to report</p> <p>Keeping people’s information safe – we need to change our registration into the new charity</p> <p>Health and Safety – Nothing to report</p>
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Financial Report

	<p>We looked at our accounts for March. There were no concerns. We agreed to talk more about our money at the next meeting.</p>
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What’s happening at work

 	<p>We talked about the staff survey. Most people are pleased with People Matters and their jobs. A few people are not so happy. We decided to become a Mindful Employer. Staff will need to do some training and talk about this.</p> <p>Active Matters has now ended. We have reported to the Peoples Health Lottery.</p>
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LOTTERY FUNDED

Teens and Twenties is still going well. We have not spent all our money during 2016/17. We need to plan some new ideas.



Changing everything for the new charity is still not finished. We talked about the jobs still to do. We have to change the name our Building Society account and make sure the change with Big Lottery is done.



We know the People Matters plan needs redoing. We decided it needs to be talked about when it is ready. Tina said she would do it ready for either July or September

Actions



1. Change our registration with the Information Commissioner
2. Get the financial accounts for 2016/17 finished
3. Do the budget to talk about at the next meeting
4. Join Mindful Employers and plan training and time to talk at the Staff Awayday
5. Talk to the Big Lottery about new things
6. Carry on with making changes for the new charity.
7. Make sure the People Matters plan is finished so the board can talk about it either in July or September



Date of next meeting – Thurs 27th July 2017 at 5.30pm