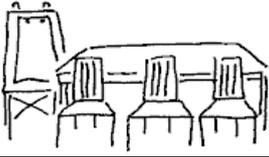
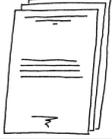


	People Matters Committee meeting	
	Tuesday 22 nd October 2019.	
People who came to the meeting		
Susan Moreland	Jonathan Cravitz	Georgina Turner
Tina Turnbull	Clare Hirschhorn	Steve Carter
Richard Firth		
People who wanted to come to the meeting but couldn't		
	Rowena Herbert	Maisie Hirschhorn

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

Actions from September meeting

	1. The annual safeguarding report is ready to look at in the meeting
	2. The financial accounts are ready to be approved at the meeting
	3. We have asked some more solicitors to look at our disagreement with the college
	4. Brendan has been taken off as a trustee with the Charities Commission

Things that we always talk about

	<p>Keeping people safe – We looked at the safeguarding annual report. Everyone thought it was very helpful to see what was happening in one place. They wanted to make sure that all staff, volunteers and members carried on having the confidence to report anything they were worried about.</p>
	<p>Keeping people's information safe – a file was lost when a member of staff moved house. There was nothing sensitive in the file.</p>
 <p>health and safety</p>	<p>Health and Safety – nothing to report</p>

Financial Report

	<p>We looked at the final report and accounts for last year. They have been done by Anna our independent examiner. Everyone agreed them so they can be sent to the Charities Commission. They were signed by Susan and Steve.</p> <p>The August accounts are finished. We had lots of costs this month. Taking the Teens on residential is very expensive. We also have to pay staff in adult learning but there are no classes.</p>
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Other things to talk about

	<p>We have been turned down in our bid to the Tudor Trust. Our contact with the Big Lottery is due to come and see us to catch up with what we are doing.</p>
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	<p>We are talking to some more solicitors about our disagreement with the college.</p>
	<p>We need to make some more changes in our organisational structure. We will be advertising a new part time post. Some staff will be changing their duties and how much time they work. We will not be spending any more</p>
	<p>Our AGM will be at the Church of the Nazarene. Tina and Paul are working on the annual report for members.</p>
	<p>We looked at all the operational reports. These have changed. Staff are still getting used to them. There was lots of good news about what has been happening.</p>

Actions

	<ol style="list-style-type: none"> 1. Send the accounts to the Charities Commission 2. Update the board about progress with solicitors 3. Advertise for new member of staff 4. Organise the AGM and complete the annual report for members
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	<p>Date of next meeting – Thurs 5th December 2019</p>
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