

# Donnington Partnership CIO

Trustees Meeting Held on Tuesday 20th September 2022 3.30pm

**Present:** Jane, Rose, Liz, Jean, Heather, Mas

**Apologies:** Deb,

**In Attendance:** Richard Centre Manager,

|           |   | <b>Action &amp; Who</b> |
|-----------|---|-------------------------|
| <b>1.</b> | <b>Welcome:</b><br>Jean welcomed everyone to the meeting, apologies were as above. But we have not heard from Sharon. Will Check to see if she is ok.   | Jean                    |
| <b>2.</b> | <b>Declaration of interest:</b><br>Nobody declared a personal or prejudicial interest in any item on the agenda.  |                         |
| <b>3.</b> | <b>Matters arising from the previous meeting:</b><br>A Letter has been given to all staff and a copy sent to the Trustees   |                         |
| <b>4.</b> | <b>Approval of minutes:</b><br>The minutes were read and passed as a true record  | All                     |
| <b>5.</b> | Sorry I forgot to send the spreadsheet out, we have now purchased a mini bus and have got it insurance. So there now has been a big drop in the bank balance.   | Rose                    |
| <b>6.</b> | <b>Centre Managers Report:</b><br>The summer activities were very busy and enjoyed by all thanks to Darren, Jane and all the volunteers for their help .we are still looking for someone to run the babes in the hub. The new Church now meets on a Sunday afternoon. We have now starting to promote a befriending service. The sports funding is providing tai chi, legs bums and tums, Zumba and children's dance classes. | Richard                 |

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| <b>7</b>  | <b>Correspondence:</b><br>No correspondence  |         |
| <b>8</b>  | <b>Policies/café review</b><br>The Café is having difficulties looking for a cook, we have a girl on a three month trial but she has not been able to grasp the cooking side of it, she is good at the preparation but cannot run the kitchen when the rest of the staff is off. So it is proposed that we advertise for an assistant café manager for 20 hours at a higher rate of pay. Then trial another person for 16 hours to see if they do the job. |         |
| <b>9</b>  | <b>Events:</b><br>Apple day 24 <sup>th</sup> October, tba Bingo, a trip for the children to Apley woods  | Richard |
| <b>10</b> | <b>AOB:</b>  |         |
| <b>11</b> | <b>Date of Next Meeting:</b><br>15 <sup>th</sup> November 3.30   |         |
|           |  |         |

Approved by.....Date.....