

# Donnington Partnership CIO

Trustees Meeting Held on Tuesday 15th November 2022 3.30pm

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

**Apologies:** Mas, Sharon

**In Attendance:** Richard Centre Manager,

		<b>Action &amp; Who</b>
<b>1.</b>	<b>Welcome:</b> Jean welcomed everyone to the meeting, apologies were as above.	Jean
<b>2.</b>	<b>Declaration of interest:</b> Nobody declared a personal or prejudicial interest in any item on the agenda.	
<b>3.</b>	<b>Matters arising from the previous meeting:</b> Emailed Sharon to see if she is ok, been poorly and a bit out of it for a while, but hopefully will be able to attend more meeting when she finishes work in May. The Café now have Amber as Assistant café Manager Deb and Lara as cooks hopefully things will now settled down.	
<b>4.</b>	<b>Approval of minutes:</b> The minutes were read and passed as a true record	All
<b>5.</b>	<b>Financial report</b> Send out a different type of financial report that is easier to read if trustees prefer this style we will keep using it. Liked new format we get it better for next time. The finances are quite good at present but there will be some more bills coming in.	Rose
<b>6.</b>	<b>Centre Managers Report:</b> The centre bookings are starting to pick up, but still not the same as pre covid. Half term activities went very well with 40 children pumpkin carving and 25 children going to Apley woods. Liz funded the coach thank you very much. We held a bingo evening and raise £12 for children events. Homemade and handmade are going very well and the children's	Richard

	<p>dance is popular. We have been told we will get funding to have EV charging points at the centre. But we have been turned down for several others. We have also applied to be a warm hub for people to call in for a warm snack and a drink, we are also starting a lunch club on the 3<sup>rd</sup> Friday of the month and we can provide transport if required. Apple day was very slow with not many people attending but the church hall was a great asset and hopefully we can keep contact and use it in the future.</p>	
<b>7</b>	<p><b>Correspondence:</b> No correspondence</p>	
<b>8</b>	<p><b>Policies/café review</b> The financial policy will be change to say working capital will be up to £600, and the infection control policy will include hand dryers have been installed in the building.</p>	
<b>9</b>	<p><b>Events:</b> Christmas fair 19<sup>th</sup> November, Christmas dinner week 5<sup>th</sup> to 9<sup>th</sup> December, staff volunteers and trustees Christmas party 21<sup>st</sup> December</p>	Richard
<b>10</b>	<p><b>AOB:</b> Children have been reported hanging around the building this was reported to the police and they have check it out. Deb mentioned a fun run on 18<sup>th</sup> December</p>	
<b>11</b>	<p><b>Date of Next Meeting:</b> 17<sup>th</sup> January 3.30</p>	

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