

Minutes of Communities Who Can Board meeting on 13/01/16 at Dewsbury Town Hall at 6pm

**Present:** Bruce Bellwood, Cora Carter, Ann Durkin, Kevin Gresham, Judith Hodgson, Shaun Jordan, Steve Knight, Sheila Maxwell, Danny Moriarty Lilian Sanders, Mel Spencer, Jill Long, Helen Geldart  
**Apologies:** Ann Naylor, Andy Selman

1	Cora welcomed everyone to the meeting and took apologies from Andy and Ann N.	
2	<p><u>Duggs Carre Project Manager Comoodle</u></p> <p>Duggs explained this is a Council pilot project which is all about sharing skills and resources between different sectors. The Council has a lot of resources, such as buildings, which can sit empty for days on end, yet there is a need in the voluntary sector for free room hire.</p> <p>Comoodle is funded from winning a competition launched by the former Mayor of New York, Michael Bloomberg, which was about coming up with ideas which can make a difference to towns and cities across the world.</p> <p>Duggs acknowledged that there has always been a sharing economy within the voluntary sector and this project is building on that 'mend and make do' philosophy.</p> <p>The project is still very new, and he suggests that anyone who has a need, completes the wish list on the Comoodle website. For example, voluntary groups may need access to a mini bus or a room. Duggs can do his best to sort this out, and has had some success with matching up groups with school mini buses. However, it is proving more difficult to be able to supply grass cutting equipment. Transport is easier, because a driving licence equips anyone to drive a small mini bus, whereas there is no certification that would allow a volunteer to borrow a grass mower.</p> <p>Eventually there will be an on-line facility that will display the resources and match it up with people who have a need. For further information see <a href="http://Comoodle.com">Comoodle.com</a> or contact Duggs Carre on: <a href="mailto:duggs.carre@kirklees.gov.uk">duggs.carre@kirklees.gov.uk</a></p> <p>Cora thanked Duggs for his attendance and he left the meeting.</p>	
3	<p><u>Minutes &amp; matters arising from the meeting of 9/12/15</u></p> <ul style="list-style-type: none"> <li>▪ The training programme is printed and is due to go out</li> <li>▪ Becoming a charity - the meeting is open to all Board members on Friday January 15 at 10.30 am in the office</li> <li>▪ Affiliate to Defend Council Housing - Jill had sought</li> </ul>	

	<p>advice from a KNH Director who suggested we consult Cllr Cathy Scott and the KNH Board about whether to affiliate. This could possibly take place when a small number of our Board met with some members of KNH Board.</p> <ul style="list-style-type: none"> <li>▪ Small meeting of KNH Board and CWC Board. Arranged by Simon Roger's PA for 27/1/16 to include the four reps who interviewed for the new KNH CEO, Ann D, Judith, Mel and Rod McInnes (from scrutiny). Cora said she was also attending.</li> <li>▪ Away Day reminder - 28/1/16 from 10 - 3pm at Netherton Community Centre. Agenda to be circulated.</li> <li>▪ Communities Who Can face painter. Our insurance company has quoted an additional premium of £27.38 to cover this volunteer who would offer face painting to groups. Sheila said this needed more discussion. Jill said we would need to DBS check the volunteer, and Kevin mentioned that she had been checked as a St John's volunteer.</li> <li>▪ Small group to explore asset transfer. Mel's name was omitted from the list. Cllr Cathy Scott has had to cancel the arrangement for Saturday to meet with the sub group. Sub group members wanted the meeting rearranging, but Shaun suggested waiting until we hear further from Emma Griffs, who is exploring options for asset transfer.</li> </ul> <p>Signed and approved as a correct copy</p>	
4	<p><u>Communications update</u></p> <p><b>Launch:</b> Sheila said Communities Who Can Launch will be on March 21 at Cleckheaton Town Hall. The room is booked from 10 am - 4pm, although the launch itself will probably be from 11 am onwards.</p> <p>She asked if Board members could meet with her in the next week to talk about what they wanted to showcase.</p> <p><b>Business cards :</b> Sheila is organising 100 cards per Board member to include their contact details including mobile and email addresses. That is the minimum number that can be ordered.</p> <p><b>Social networking policy:</b> Sheila asked everyone to make sure they had signed a copy. We will keep one on file, and keep you another copy to keep.</p>	
5	<p><u>Finance report</u></p> <p>Kevin presented the Profit &amp; Loss budget performance, which had previously been emailed.</p>	

	<p>He said our reserves were healthy, thanks to savings made last year, and we would allocate a portion of money to the Launch. From the next financial year he wants to work on new budget headings to make it easier for staff and Board members to understand how much money is available.</p> <p>Both Lilian and Ann D complimented Kevin on the way he is working as Treasurer, having streamlined procedures.</p> <p>Sheila commented that he had inherited a system which he is having to adjust.</p> <p>Jill said the amount allocated for professional fees looks high but includes a provision that had been made for a part-time fundraiser. This was before Kaye was recruited.</p>	
6	<p><u>Policies for approval</u></p> <p><b>Disciplinary rules and procedures</b> - Mel wanted to add against written warning and verbal warning: the recipient must sign for them, so there is a proof they have been given. All agreed.</p> <p>Ann D will make the amendment and copies will be produced for your folders.</p> <p><b>Access to Communities Who Can Board meetings</b> - Jill drafted a policy which she circulated, to make clear about who can access our Board meetings, and in what circumstances.</p> <p>Board members with a caring responsibility, or who are carers, may bring the dependant/carer with them. This will be written into the policy. It has been custom and practice in the past.</p> <p>All agreed. Copies will be produced for inclusion in induction folders.</p>	<p>Ann D</p> <p>Admin</p>
7	<p><u>Reports</u></p> <p>No reports</p>	
8	<p><u>Any other business</u></p> <ul style="list-style-type: none"> <li>▪ Cora read out a response from Cllr David Sheard, Leader of the Council to our letter about the Housing Bill</li> <li>▪ Sheila asked for new topics not to be brought as AOB as it did not give Board members time to consider a proposal, particularly if there was no more information available. Ann D proposed that in future, any new item on AOB cannot be for immediate decision. All agreed.</li> <li>▪ Danny invited Board members to his engagement party.</li> </ul> <p>The meeting closed at 8.40 pm</p>	Jill

9	<u>Date &amp; time of next meeting</u>  10/2/16 at 6.30pm in our office. Communications Group will meet at 3pm earlier that day.	
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