

**Donnington Partnership Charitable Trust
Trustees Meeting Held on
Wednesday 10th September 2014, Wrekin Housing Trust**

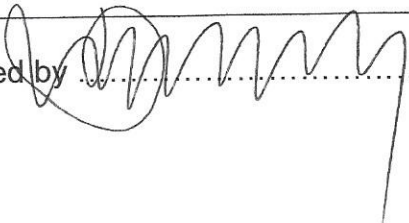
Present: Ben Murphy (Chair), Albert Biggs, Jean Gulliver, Kate Giblin, Rose Gregory

In attendance: Sandra Boyd

Apologies: Simon Heys

		Action & Who
1.	Welcome: Ben welcomed all and apologies were accepted as above.	
2.	Declaration of Interest Nobody declared a personal or prejudicial interest in any item on the agenda	
3.	Matters arising from the previous meeting a) Café till is up and running. b) Operating procedures were presented to the trustees – the trustees need to look at these and the new business plan and give feedback directly to Rose c) Customer service – Rose to chase Richard up d) Meetings have taken place, but it seems that this project is not going to happen and the closing date for the funding has gone.	All RG
4.	Approval of minutes It was proposed by Albert and seconded by Jean that the minutes dated 30 th July 2014, were a true and accurate record of the previous meetings. The minutes were then signed by B Murphy.	
5.	Finance Report – Kate’s report a) The balance of all accounts as of the 26 th August 2014 is £ 35,583.48 the report is attached for the period 25 th July-26 th August 2014 b) Café report for July showed a surplus of £272.63. The café financial report from the start of the financial year shows the café in profit by £1450.20 c) Investment funds have not yet been re-invested – Kate apologised and will do this ASAP	KG
6.	Community Cafe review of staffing and general update. a) £1 kids over the summer was very successful. b) The new mugs are now out in the café. c) Rose advised that we should expect large outgoings in September due to the insurance being paid and also getting up to date with expenses before the end of the financial year end. The trustees then adjourned into a private session.	
7.	Future focus of the Donnington Partnership a) Sue McGavin from Our Place is doing very similar work to the LEB, Sandra has a meeting with her next week. Trustees are unsure what their objectives are. She has asked to attend the next CEM in October. Ben suggested she email Neil and Nikki with what she proposes to talk about. Sandra will feedback at our next meeting.	

	<p>b) Ben to speak to each of the steering group individually about Alberts Departure.</p> <p>d) Jean advised that Wendy Breakwell will be leaving Donnington to work in Hadley.</p>	BM
8.	<p>Grants</p> <p>a) Funds have now been received for the Donnington Summer Fun</p>	
9.	<p>Website</p> <p>a) The new website is now up and running. Kate advised that a few pages have been hidden as they still need work, the new address is www.donningtonpartnership.co.uk</p> <p>b) The trustees discussed the web address and agreed we should pay £20 to buy the old web address.</p>	KG
10.	<p>Lifelong Learning Centre</p> <p>a) Sandra mentioned there is a coffee morning on the 26th Sept at 10.00am at the lifelong learning centre.</p>	
11.	<p>Correspondence</p> <p>None</p>	
12.	<p>AOB –</p> <p>a) Albert requested we change the time of the Steering Group meeting to 1.30 on the 30th September. Ben will attempt to get the room for us.</p> <p>b) Derek Owen may come to us to apply for a grant for the play park next to the LLLC.</p>	BM
	<p>Dates of future meetings; 1.30pm at WHT (unless otherwise stated)</p> <p>Wednesday 15th October 2014</p>	

Approved by  Date 15/10/14

Donnington Partnership
Treasurers Report
25th July – 26th August 2014

1. Current account details:

The balance held at Lloyds TSB as at 25/7/14	17,348.76
Plus income throughout this period	12,559.99
Sub Total	29,908.75
Less expenditure throughout this period	3,349.24
The balance held at Lloyds TSB as at 26/8/14	<u>26,559.51</u>

2. Business 30 Day Notice Account:

The balance held at Lloyds TSB as at 25/7/14	9,023.56
Plus Interest	0.41
Transfers to current account	Nil
Transfer to Treasury Deal account	Nil
The balance held at Lloyds TSB as at 26/8/14	<u>9023.97</u>

3. Treasury Deal Account:

The balance held at Lloyds TSB as at 25/7/14	0
Transfer to Current Account	0
The Balance held at Lloyds TSB as at 26/8/14	<u>0</u>

Total balance on all accounts on 26/8/14

£ 35,583.48

Kate Giblin - Treasurer

Date: 08/09/14