

**Donnington Partnership the Charity
Trustees Meeting Held on
Wednesday 25th July 2011 Wrekin Housing Trust Donnington**

Present: Ben Murphy (Chair), Rose Gregory (Vice chair), Albert Biggs

In attendance: Fiona Moore (Advisor)

Apologies: Chris Newman (minutes), Jean Gulliver

	Actions from meeting	Who
1.	<p>The advert for the Treasurer and Admin support has seen the successful recruitment. Fiona confirmed that she hopes soon to be in a position to introduce Kate Giblin to the team once a CRB check is complete. Kate is a Donnington resident of 1 year and has bookkeeping experience. Kate will be invited to the next meeting.</p> <p>Progress with Capgemini in relation to volunteers does not seem to be progressing. Fiona has spoken with Lynne Carney from The Community Foundation for Shropshire & Telford to see if they can assist. Further options include the chamber of commerce and the skills network. This remains the responsibility of all who attend the Trustee's meeting.</p> <p>Kate will be asked to review the Charity financial software package once in position.</p>	<p>FM</p> <p>ALL</p> <p>RG</p>
2.	<p>The CVS have confirmed that the two lists of Exec members passed to them by Ben for the 2 action teams covering Finance and Management Organisation skills offers no concerns. It is suggested the two groups now begin to meet and Fiona reported that the Management organisation team had met.</p>	ALL
3.	<p>Ben fed back from his visit to the CVS where he spoke with Beverley and Ella Sips, Strategic Development Manager. The CVS had raised concerns about the current structure of the partnership (more specifically the café) and the liabilities Trustee's may face. A community interest company was suggested.</p> <p>The group discussed at some length the varied and inconsistent advice that seems to be offered by the relevant agencies in place to support. It was agreed that contact would be made with a charities lawyer and funding made available for 1 hour of advice. The café run by the WRVS at the Leegomery Centre would also be visited for advice</p> <p>Additional note. In-between the meeting and the production of the minutes it has now been decided to seek additional advice from the Chamber of Commerce as opposed to the charities lawyer. A meeting has been arranged for 12 September.</p>	<p>FM</p> <p>AB/ JG</p>
4.	<p>Albert was unable to attend a meeting at the Sutherland school where he intended to identify student support to assist with the development of the Partnerships website. Instead his granddaughter Bethany and friend Charmaine have made a start. Rose to provide monthly updates of progress.</p>	RG

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5.	The group reviewed the constitution to the best of their ability and once tidied up, will be circulated for further comment.	BM
6.	Date of next meeting 24th August 9.00 at the WHT	