

THE SPRING CHARITY
Neighbourhoods in Partnership (Castle Ward)

Minutes of a Meeting of the Trustees
held on Monday 14 February 2022, commencing at 15:30
Via social media platform, Zoom

	PRESENT:		APOLOGIES FOR ABSENCE
Trustees;	Dr M Dickie (Chair) (MD) Mrs C Bull (CB)		Mr B Burnett (BB) Mr J Dickie (JD)
	Mrs J Freeman (JF) Mr D McAlpine (DMcA) Mrs J Spiby (JS) Mr W Strachan (WS)		
In Attendance;	Mrs C Ewin (Clerk)		
Absent;			

01.22 WELCOME & APOLOGIES FOR ABSENCE:

Apologies for Absence received and accepted from BB and JD.

02.22 DECLARATIONS OF INTEREST:

Annual Declarations of Interest remain outstanding from MD, CB, JD, and WS.
Clerk to re email the form for completion and return.

**MD, CB,
JD & WS**

No Declarations of interest made, relating to items on this agenda.

03.22 MINUTES OF THE MEETING HELD 18 OCTOBER 2021:

ALL AGREED that the **Minutes of the Trustees meeting held on 18 OCTOBER 2021, as previously circulated, be signed by the Chair of Trustees as a True and Correct Record.**

MM

04.22 MATTERS ARISING;

@38.21, @ 28.21 Matters Arising, Children's Centre Room;
CB advised that the School is currently using the Children's Centre room, which is set up as a small DSP (Designated Special Provision). Due to the severity of some children who have recently come into school, the school is working with the LA (Local Authority) to have it turned into a DSP for Autism.
The LA is liaising with the Children's Centre with a view to returning it to the school full time, which is excellent progress.
The school has been using the room since just before October half term, and there has not been a single visitor to the Children's Centre in that time.
If the DSP is agreed, the LA will redecorate and make renovations.
The Charity has no financial interest in the Children's Centre room, so there would be no pursuit of Children's Centre funding relating to that room.
The Nursery will remain in the Annex.

@ 38.21, @ 36.21 Any Other Business;

DMcA confirmed that he had a 1:1 with MM and feels that she is delegating more.

Over the last few months, MM has become much more conscious of the support required and flow of work between herself and the Admin Assistant, NB.

5.22 TRUSTEE MEMBERSHIP;

MD reported that she received a resume from Passwell Chisanga (prefers to be called Chisanga) which has been circulated to Trustees,
ALL AGREED that he should be invited to join the Board of Trustees. MD to send the letter of invitation.

MD

JS expressed concern that the Charity's activity should only grow as it is able to grow staff numbers, in order that it is not taking on too much administratively.

06.22 CORONAVIRUS UPDATE;

Visits to the Annex have now resumed with MM welcoming newcomers. Some wear masks some don't, sanitiser remains available. WS suggested that people should be encouraged to wear masks on the premises. All Agreed

CB advised that the school has been hit hard with Covid since Christmas, with more than 90 cases among staff and children.

Trustees remain cautious about returning to physical meetings.

ALL AGREED that **Trustees meetings** should continue to be held **via Zoom** for the time being.

07.22 SUSTAINABILITY UPDATE;

a) Children's Trust

JS - MM has had a number of approaches by various people within the Children's Trust:

1. Strong Start who have been working in the Annex,
2. An enquiry as to whether MM would deliver the Solihull Programme in an evening, which she could not.

It was reported that there is a long list of those wanting the Solihull Programme at the Children's Trust - suggestion made that consideration should be given to offering 4 guaranteed places at a cost of £X.

3. Children's Trust would like to partner in relation to the Freedom Programme as they are working in schools in relation to this.

b) Partnerships;

Power of the Mind Network;

Referred by Northampton Community Foundation who granted us money to buy IT equipment. They asked if we could make contact with Mavis, of Power of the Mind Network, with the aim of partnering with them

Mavis has advised that she is onto the second round of Lottery Funding and would like confirmation from Spring Charity of the partnership. JS to provide the confirmation.

St Barnabus House Social Club;

Approach made from Iris who was asking about running the St Barnabus House Social Club from the building, when their current contract ends on 01 April.

JS

JS advised that the use of upstairs was offered but there is insufficient access for disabled. This will be reconsidered, if necessary, after 01 April.

c) Funding Bodies;

Funding continues to come in;

- National Lottery money will continue to come in for another 4 years,
- A grant has been received from Northampton Community Foundation, for some IT equipment (see above 07.22 b) Partnerships.
- JS considering the possibility of applying for funding, in relation to food poverty. This could be aligned to the Henry Project.
CB suggested that JS speak to Liz at Castle Hill Church.

JS

It was reported that sub group meetings have been held, looking at how to spend the received funding. Next meeting will be 24 March at 14:00.

ALL

JS advised that there has been much discussion with the School and NPH (Northamptonshire Partnership Homes). The decision has been made to use Workbridge to get equipment in place.

Forest School;

CB advised that an area of land being considered for transformation into a Forest School, is not viable, as it would require too much work and also undesirable material is being found there. An alternative area, off Scarletwell Street, could be considered.

CB suggested the use trough planters for each year group, with the Charity having one for the Henry Project.

Quote received from Everdon about taking children there, in the second half of the summer term. Consideration is being given to this and the cost of coaches etc.

It was suggested that such an opportunity could be considered, on an annual basis, setting the criteria for children who will benefit eg first would be those that came to MM's sessions then CB could fill the remaining spaces.

All agreed that this would be a positive link between the school and the Charity.

08.22 BUSINESS;

a) STRATEGIC PLAN;
Nothing further to report.

b) BUSINESS PLAN - to include Policy Schedule:
CE to discuss current policies with MM to build a policy file and spreadsheet of renewals. **CE**

c) PUBLIC AND LOCAL HEALTH;
Nothing further to report.

09.22 FINANCE - ANNUAL BUDGET PROGRESS;

JF confirmed that the budget is on track for this year.
The underspend will relate to National Lottery funding.
Once the schedule, provided to JS today, has been reviewed, this will be circulated to all by email. **JS & JF**

Now need to work on next year's budget.

10.22 HEALTH & SAFETY;

Trustees were advised that it is Administration Assistant NB's role to go around and monitor H&S.
All monitoring is up to date.
Cleaner comes in daily to carry out specific cleaning.

Personal Safety is overseen by MM.

CB advised that she received an early morning Fire Alarm call out, over Christmas, when a fault was found. CB asked the company to get someone in to fix it.

JF reported that a fault was found in one of the detectors and this was replaced, along with a second detector, at a cost of £211.80.
CB reported that since the repair, when the door is opened, the alarm beeps, which is good for those people inside, to know when someone enters.

11.22 SAFEGUARDING REPORT:

CB requested that a reminder is sent to parents that they should not be using mobile phones during Stay & Play.
CB confirmed that there is already a poster up reflecting this.

JS suggested that as there are new parents, this is an ideal time for MM to put up a reminder that mobile phones must not be used in Stay & Play.

JS / MM

12.22 DATES FOR FUTURE MEETINGS:

All agreed that future meetings will commence at 15:30 and will be held via Zoom for the time being.

ALL

The next meetings will be as follows:

09 May

18 July

17 October - **AGM, followed by a Trustees meeting;**

13.22 ANY OTHER BUSINESS:

None.

Meeting closed at 16.30.

Signed

Dated