

# **VOLUNTARY ACTION MERTHYR TYDFIL**

## **MINUTES OF BOARD MEETING HELD ON 16<sup>th</sup> JANUARY 2017**

**Present:** Ruth Hopkins, Nicola Mahoney, Ceinwen Statter, Anne Roberts, Brian Lewis, Huw Williams and Paul Gray.

**In attendance:** Ian Davy, Hilary Edwards and Carol Hindley.

### **17/01 WELCOME TO RUTH HOPKINS**

Ruth Hopkins who was elected at the AGM was welcomed to the meeting and introduced herself to the Board members.

### **17/02 APOLOGIES**

Apologies were received from Helen Thomas and Maria Thomas

### **17/03 DECLARATIONS OF INTEREST**

None.

### **17/04 FUNDING AND STAFFING UPDATES**

#### **17/4.1 THIRD SECTOR SUPPORT WALES (TSSW) BUSINESS PLAN/FUNDING**

The Chief Officer informed the Board that the TSSW business plan will be submitted to WG by the end of January. The drafts appear to have been well received by the WG Third Sector Unit and they seem more receptive than in the recent past. The Chief Officer explained that no budgetary information had been received as yet but there is the presumption that the Cwm Taf regional budgets will be cut by 4% as a consequence of the change in the funding formula for CVCs.

#### **17/4.2 COMMUNITIES FIRST**

WG had announced that the programme will be extended until the end of June 2017 but unsure whether it will be under the existing programme or the new programme for the three months. The Chief Officer had spoken to Dawn Bowden AM and she has spoken with the Cabinet Secretary. No further announcement is expected until the middle of February. Two members of staff have already given notice to leave and permission has been gained to advertise these posts. Peninsula are aware of the situation.

***Brian Lewis joined the meeting at this point.***

#### **17/4.3 DWP – VOLUNTEERING**

A bid has been submitted to DWP for funding the costs of a Volunteering Officer for one day a week based within the Job Centre.

#### **17/4.4 MTCBC – CORE AND CARERS**

The Chief Officer stated that it is likely to be continued into the 2017/18 financial year. However an email had been received asking for justification for the core funding to VAMT. The Chief Officer has met with MTCBC and is optimistic that it will continue into 2017/18.

#### **17/4.5 CTUHB – CORE AND BSB**

No indications had been received regarding these funding streams as yet.

#### **17/4.6 INTERMEDIATE CARE FUND – COORDINATORS AND GRANTS**

A review meeting is due to be held in early March and the Chief Officer believes that both funding streams will continue into 2017/18.

#### **17/4.7 THIRD SECTOR SKILLS**

Interlink will be submitting the bid to the Big Lottery Fund. The original intention was to be bid for two posts but it will probably be one but will cover Cwm Taf.

#### **17/4.8 MAGNET**

The Chief Officer reminded the Board that a stage one bid for MAGNET2 had been unsuccessful. Individual projects are able to submit separate applications if they wish to. Some discussions have been held with groups regarding submitting a bid to the Henry Smith Trust and the Board are asked if they are willing to act as a consortium lead if required. This was **AGREED** by the Board.

### **17/05 MANAGEMENT ACCOUNTS**

The Admin/Finance Manager explained the management accounts and the unrestricted reserve figures which were **ACCEPTED** by the Board.

**Huw Williams *joined the meeting at this point.***

#### **17/06 INDICATIVE CORE BUDGET 2017/18**

The Admin/Finance Manager explained the budget for the forthcoming year and the uncertainties around some of the grant figures. The budget was **ACCEPTED** but will be updated as grant figures are confirmed.

#### **17/07 VOLUNTARY ACTION CENTRE – PURCHASE**

The Admin/Finance Manager had started looking at loan options in regard to the purchase of the premises at High Street, Merthyr. The Big Lottery Fund has been contacted with regards to the legal charge on the premises for the refurbishment grant. It was **AGREED** to write to MTCBC to explain the situation regarding loans and VAMT's funding position, to try to negotiate a better price for the purchase of the Centre or a community asset transfer. It was agreed that if necessary letters are written from the Chair to the Leader, AM and MP.

***Action: Chief Officer***

#### **17/08 POLICY REVIEW UPDATE**

The Business Continuity Plan was circulated for information only as an incomplete draft. A Reserves Policy was circulated and after some discussion it was **AGREED** to look again at a more general policy with an annex attached with the specific costs of redundancy etc which can be updated annually.

***Action: Admin/Finance Manager***

#### **17/09 PQASSO ACTION PLAN**

The Chief Officer gave the Board a demonstration on the PQASSO Online toolkit and demonstrated where VAMT is in relation to levels one and two. The Deputy Chief Officer is to complete some work on refining the action plan in the next week. The Planning Group is due to meet again in February.

#### **17/10 STRATEGIC PLANNING**

A strategic planning event for staff and Board members is due to be held on 28th February at VAMT with Eileen Murphy as the facilitator.

#### **17/11 KPI QUARTER 3 REPORT**

The quarter 3 report was circulated for information and **ACCEPTED** by the Board.

#### **17/12 REGISTER OF INTERESTS GUIDANCE**

A document outlining what needs to be included in the register of interests was circulated. It was **AGREED** to email everyone the full register so that it can be **AGREED** before placing on the website.

**17/13 HEALTH AND SAFETY**

Nothing to report.

**17/14 MEMBERSHIP**

Groundwork Wales, Drugaid Cymru and the Samaritans were **ACCEPTED** as members bringing the total members to 268.

It was noted that no form had been returned for St David’s Church Hall.

**17/15 MINUTES OF THE MEETING HELD ON 21<sup>st</sup> NOVEMBER 2016**

The minutes of the meeting held on 21<sup>st</sup> November 2016 were **AGREED** as a true record and deemed suitable for the website.

*Action: Admin/Finance Manager*

**17/16 MATTERS ARISING & ACTION LOG**

Regarding item 16/104 the Chief Officer had emailed trustees regarding the CF announcement.

Regarding item 16/105 Third Sector Support Wales Business Plan it was noted that there was a meeting of the Core Group tomorrow which the Chief Officer will attend.

**17/17 ANY OTHER BUSINESS**

None

**17/18 DATE OF NEXT MEETING**

Monday 13<sup>th</sup> March at 2pm

**MEETING CLOSED**

Signed: .....

Date: .....