

VOLUNTARY ACTION MERTHYR TYDFIL

MINUTES OF BOARD MEETING HELD ON 10th MAY 2021

(via Teams)

Present: Paul Gray, Nicola Mahoney, Kayleigh Norval, Mark Ward and Michael Ronan.

In attendance: Sharon Richards, Carol Hindley.

In the absence of a Chairperson and Vice – Chairperson the Chief Officer asked Paul Gray to lead the meeting.

21/22 APOLOGIES

Brian Lewis, Suzanne Davies and Michelle Jones. Apologies off Anne Roberts for lateness.

21/23 DECLARATIONS OF INTEREST IN AGENDA ITEMS

Michael Ronan informed the Board that as secretary of the Football League the Red Lion Football Club had requested to become a member of VAMT, so Mr Ronan would not comment on this item.

Nicola Mahoney for the finance service that VAMT provide to Safer Merthyr Tydfil.

21/24 INTERIM GOVERNANCE STRUCTURE

In the absence of a Chairperson Paul Gray was nominated as temporary Chairperson by Nicola Mahoney and seconded by Michael Ronan. Paul Gray nominated Nicola Mahoney as Treasurer and Kayleigh Norval seconded this nomination.

BUSINESS ITEMS

21/25 MANAGEMENT ACCOUNTS QTR 4

The Admin/Finance Manager explained that as part of the audit Mitchell Meredith Ltd had offered assistance with a management account layout for the Board and a report following that suggested layout was circulated and explained. Alongside this the Admin/Finance Manager presented the management account report routinely prepared for Board. The auditors have confirmed the cost of preparing the management account report on a quarterly basis would be £480 plus VAT. The Board asked the Finance Committee to scrutinise the quote received from the auditors and to come back to the next meeting with a recommendation regarding this offer.

Action: Admin/Finance Manager

21/26 REVISED CORE BUDGET

The core budget was explained and discussed. Nicola Mahoney asked if all grants and other project budgets are confirmed, the Admin/Finance Manager confirmed that all grants and budgets apart from the core grants from Merthyr Tydfil County Borough Council and Cwm Taf University Health Board have been confirmed.

There was a discussion on canvassing members in terms of finding out what services they will require off VAMT in the future, this action was **AGREED**.

Action: Chief Officer

21/27 CHIEF OFFICERS REPORT

- 1 It is likely that VAMT will receive a 2% inflationary increase from Cwm Taf University Health Board for the core grant but this is not confirmed as yet. Also waiting for confirmation of Merthyr Tydfil County Borough Council grant.
- 2 The Coronavirus Recovery in Volunteering Grant had a small underspend at the end of March which had been utilised by Cancer Aid in regards to transport costs. The grant had also attracted a strong school response and had helped to fund ambassadors supporting pupils experiencing mental health issues with peer support.
- 3 Merthyr County Borough Council have allocated a person to work with VAMT to look at revising the Compact agreements.

Anne Roberts joined the meeting at this point

- 4 Discussions were held around potential additional staff to support mental health initiatives in the County Borough. It is proposed that VAMT would host three roles. Paul Gray noted that the Board would need to be informed of further developments including budget figures once discussions regarding these roles develop. Mark Ward asked if they were long or short term roles to which the Chief Officer said that they were likely to be long term roles.

Paul Gray left the meeting at this point and Nicola Mahoney took the Chair's role.

Nicola Mahoney checked that the roles will coordinate and signpost to MIND and other mental health organisations, the Chief Officer explained that the roles were about influencing and engagement work so would not be a duplication of services. More details will be presented to the Board as this develops,

- 5 It was noted that the BAME worker recruitment had not received any applications the first time of advertising. The budgets had been reviewed in line with a shorter time span and re-advertised and shortlisting is due to be held tomorrow.

21/28 Q4 MONITORING

The Chief Officer explained the monitoring report drawing attention to the amount of grants distributed in quarter 4 of 2021/22. Nicola Mahoney offered thanks to the staff from the Board as its not easy to coordinate such a large amount of grants to be distributed. The Chief Officer was asked to pass this on to the staff.

The Chief Officer told the Board that she was looking at a new way of reporting moving forward to make the report less cumbersome and would give people more information around the difference that VAMT was making to the community. Nicola Mahoney suggested to have a report card so that the Board can easily see work completed. Mark Ward suggested looking at the amber/red areas of the report to focus on. There was some discussion around having separate quarterly reports and then an overarching final report bringing the four quarters together possibly. The Chief Officer will continue to look into this and report back to the Board.

Action: Chief Officer

21/29 HEALTH AND SAFETY REPORT

A health and safety visit to the Voluntary Action Centre had been completed by Peninsula and an updated policy would be brought to the next meeting of the Board.

Action: Admin/Finance Manager

21/30 MEMBERSHIP

Six new members were **APPROVED**, bringing the number of members to 287. These are

21/31 MINUTES OF PREVIOUS MEETING HELD ON 17th FEBRUARY & 12th MARCH 2021

The minutes of 17th February 2021 and 12th March were **AGREED**. It was agreed that the February minutes are suitable for publishing on the website. The board minutes for March are classed as exempt for the website.

Action: Chief Officer

21/32 POLICY REVIEW SCHEDULE

There was no change to the status of the policy review schedule. It was suggested that we need a sub-group to bring policies up to date, Suzanne Davies offered assistance with this task. It was suggested that a re-prioritisation exercise could be undertaken in relation to the updating of policies.

21/33 ANY OTHER BUSINESS

The declaration of interest document would be sent out to trustees in hard copy so that they can be completed, signed and returned.

Action: Admin/Finance Manager

21/34 DATE OF NEXT MEETING

The next full meeting is on Monday 26th July at 2pm.

MEETING CLOSED

Signed:

Date: