

RUTLAND FIRST CIC BOARD MEETING

8 March 2024

MINUTES

A Board Meeting of Rutland First CIC was held on Friday 8th March 2024. The meeting was in Wing Village Hall from 10.30 to 12.30.

Present:

Liz Clarke
Helen Cullen
Carole East
Paul Kitson
Jeannette Warner
Miles Williamson-Noble
Gina Head

In Attendance:

Sharon Milner
Michele Evans

1. Introduction, Apologies & Conflicts of Interest

Confirmed that the meeting was quorate and no conflicts of interest.

2. Minutes of Annual General Meeting of 12 Dec 23

a. Approval

The minutes were approved for accuracy and signed by the Chair.

b. Actions reviewed

- All board members DBS checked and cleared as per previous meetings action.
- **Action: Leicester and Rutland Fire Service offer approved to continue discussions @Helen Cullen.**
- **Action: Investigate yoga @Carole East.**

3. Election of New Board Members:

- Sharon Milner elected on to the board by full majority.
- Michele Evans elected on to the board by full majority.
- **Action: Check minutes to ensure board members re-election for three and six year renewals @Miles Williamson Noble**

4. Management Accounts

Management accounts approved.

5. Report on Uppingham Youth Space

- Youth space is thriving, around 30 per session.
- **Action: Item stolen from the UYS, recommendation from Sharon Milner to pick up with parents of known young person. @Liz Clarke**
- **Action: Ladder on table tennis and pool to encourage competition @Liz Clarke**

6. Report on Whissendine Youth Group

- Regular 12 young people attending.
- Aim: to give the children a safe space to congregate.
- Michele attended UYP for inspiration.
- Table tennis and ladder working. They mostly relax on the bean bags and chat.
- Toast and juice provided, only costs incurred.
- Trust developing between the staff and young people.
- Monday only, term time only. Parish council covering costs until the end of the school year.
- Successful Tesco bid, young people consulted on what they would want to spend the money on.
- Considering a move to the Sports Club in the summer for Sports Days.
- **Action: Suggestion to encourage more children to the club is to copy the UYP model and speak to Catmose College and to advertise on Oakham Online @Michele Evans**
- **Action: Village Hall meeting 20th March to advertise the WYG @Michele Evans**

7. Funding Bids

- Grants from Tesco, Co-Op and PCC supporting UYS and WYG.
- UYS National Lottery bid for five years funding. We have been successful in the first level of screening. It has gone quiet. **Action: Suggestion to contact Ibrahim at the National Lottery again to find out when the bid goes before the full panel. @Miles Williamson Noble**
- Other contributions: Bid put in to Children in Need.

8. Safeguarding and New Policies

- New safeguarding policies presented by Carole East to the board. Support provided by Sharon Milner. Details discussed and next steps agreed.
- Sharon and Carole agreed to be supervisors/support for any safeguarding issues that arise.
- Conversation regarding the use of the code of conduct to ask volunteers to terminate engagement should it be necessary.
- **Action: Safeguarding policy to be agreed with young people at UYS and WYG and to have the policies/rules visible and available. @Liz Clarke & @Michele Evans**
- **Action: Provide training on the Safeguarding Policies and identify the designated lead for Safeguarding @Carole East & Sharon Milner**
- **Action: Remove contact details for the funding officers @Carole East**
- **Action: Look at the code of conduct and ensure it is tight to protect us with the engagement of volunteers. Volunteer agreement to be produced. Use this link to support: <https://www.gov.uk/volunteering/volunteers-rights> @Miles Williamson Noble**

9. Bank Signatories

- Management of the account changes needed. Suggestion to remove Jennifer Fenelon and add another signatory, agreed it would be Gina Head.
Action: update to include Gina Head @Miles Williamson Noble
- Decision to stick with current banking process instead of two factor approval. Board agreed it is limited risk.

10. Insurance Renewal

Waiting to hear back from the insurance broker. No further action. Deadline for renewal 1st April 2024.

11. Any Other Business

Miles Williamson-Noble was asked to outline the legacy from the Resilient Rutland project:

- Counselling by Relate to fill the gap between what could be offered by secondary school nurses/pastoral staff and CAMHS had been very successful. Attempts to obtain continued funding for this had been unsuccessful, but Casterton Uppingham and Catmose had come to an agreement with Relate for a reduced level of counselling funded partially by the schools and partially by other sources available to Relate. Harington had made other arrangements. The NHS funded Mental Health Support Teams were being set up in schools, but despite our best efforts appeared to be operating at a lower level of need than Relate.
- ELSA training had been offered to all primary schools and an ELSA Network had been set up. The schools were arranging further ELSA training for new staff as necessary.
- Inter-school conferences on mental health and wellbeing were being continued. Resilient Rutland had made one final financial contribution via Casterton.
- Equipment purchased for the schools for sporting and craft activities had been gifted to them. It was hoped that all schools would have seen the value of extra-curricular activities and would continue them where affordable.

- Various in-school initiatives such as wellbeing champions are being continued so far as we are aware.
- Podcasts and film clips produced for Resilient Rutland had been transferred to the Rutland First website and would remain available for teachers, parents and youngsters.
- Resilient Rutland had done much to raise the profile of mental health and wellbeing in schools and even schools which had initially denied that there were any problems now accepted that there was a present and ongoing need for support to the young people.

12. Date and Location of Next Meeting

14TH June between 11.00 and 13.00

Action: HC to book the Village Hall