

Bracknell Forest ChangeUp Consortium Meeting

Held at Easthampstead Baptist Church, South Hill Road, Bracknell
on Thursday 8 November 2007 at 8.30 am

Minutes

Barbara Briggs (VSF)	BB	-		Sarah Scales (PCT)	SS	+
Fiona Heston (BFBC)	FH	+		Frank Brenchley-Brown (CTIB)	FBB	+
Ed Glasson (Federation)	EG	+		Judy English (Administrator)	JE	+
Isabel Mattick (Federation)	IM	+		Joyce Ward (BFVA)	JW	+
Laura Collard (CIC)	LC	+		Lesley Doyle (BFBC)	LD	+
Vicki Linton-Smith (Police)	VLS	+		Chris Cowap (BFVA)	CC	+
Martin Gilman (BFVA)	MG	+		Frances Moody (representing BB)	FM	+
Dilip Ladwa (ASP)	DL	+				

Present (+) Absent (-)

			Action
1	Welcome and Apologies	LD opened the meeting and welcomed everyone. Apologies were received from Barbara Briggs.	
2	Minutes of last meeting and Matters Arising	<ul style="list-style-type: none"> It was agreed to remove George Matthews from the circulation list. LC will give CC dates for the Change for Children newsletter Item 5 – DL queried the handling of the £5,000 ASP money. MG reported that the accounting procedures of the lead body make it difficult to provide projected budget figures and Kat Pearce has asked for the systems to be left as they are. MG asked to put this response in writing to the Consortium. Item 6 – the revised Delivery Plan has been issued and members asked to return their skills and communication audits asap. The terms of reference have been issued. MG reported that Kat Pearce will speak at the Berkshire East Consortium event on 28 November. <ul style="list-style-type: none"> Diversity training – JE has some information to be followed up. LC has not yet contacted Reading University re Marketing. Consultation events – community lunches and a possible conference. The minutes were accepted as correct.	JE LC MG JE LC
3	Finance	MG distributed and explained figures. Forecasts are difficult but all available money will be used.	
4	Partnership Development Officer	CC 's report had been circulated prior to the meeting.	
5	Progress Reports	<ul style="list-style-type: none"> FCG – EG distributed his report highlighted the AGM to be held on 4 December. VSF – FM reported that the Business Plan was adopted at the open meeting on 31 October. ASP – DL stated that he had nothing to report. CC commented that the bank account has been opened and that the AGM will be held on 22 November with a question panel comprising the local authority, Police, PCT and Wokingham BME forum. MG commented that a lot of work had been done on the business plans of the 3 strands and these have been incorporated into the Capacity Builders business plan being discussed today. 	

