

## **Private and Confidential**

### **WOKING MIND**

#### **Minutes of the meeting of the Management Committee held on 20<sup>th</sup> January, 2010.**

Chairman: Prof. David Rye.

Present: Janie Cottle, Carey Watford, John Ennett, Neil Cheetham, Paul Cheetham, Margaret Gower, Rachel Hennessey, Bill Jennings, Pauline Rogers, Phill Stow and Paul Watchhorn.

In attendance: Mike Andrews.

#### **1. Apologies**

**2. Minutes of the last meeting** were agreed as a correct record.

#### **3. Matters arising:**

- David noted that we had no response from the minibus seller on VAT. Next time we need to remember to negotiate this with the dealer.
- David noted that in addition to the charity commission returns, the Companies House returns had also been submitted.
- The History centre had been provisionally booked for the AGM. Neil was asked to confirm the date of 5<sup>th</sup> May with the President.

#### **4. Treasurer's Report:**

John shared the latest figures for the income and expenditure, the balance sheet and cashflow statement. These also contained a budget for 2010 which resulted from discussions between David and John. John provided the following comments:

- It is expected that similar figures will be presented to the AGM. (There are some final checks to make and also the accounts need to be audited.)
- The expenditure exceeded income by over £12,000 and this was a result of the decline in donation income and partly from the need to fund a new minibus.
- In the balance sheet the reduction in cash was noted.

As regards the budget, the good news is that we have been awarded a grant from Surrey County Council of £20k per year for 3 years to deliver the current services to the clients. Also we had participated in the community services review, the Report for consultation is expected early March.

In the budget allowance has also been made for estimated donation income of £5k, which was noted to be between the 2009 and 2008 actual figures. Rachel will assist in this fundraising and try to obtain funds from local commercial organisations in the first instance. The website will be adjusted to allow individuals to donate online and legacy fundraising is another possibility. Pauline and David will consider further what other possibilities exist for actions in this area. **Action:** Pauline/David.

The budget was approved by the committee.

John noted that he had commenced changing the bank account (one problem with the current bank being the need to use the postal system), though the application forms had been lost by the bank! He will now consider an alternative approach of using Lloyds bank instead.

## **5. Chairman's Report:**

David reported he had attended the County LIT, where the main discussion involved the document on the future of mental health services. The LIT is arranging various discussion meetings to consider the document.

At the NW Surrey LIT the subjects of the crisis service and crisis line were discussed. Rachel added that there is a review of the psychiatric inputs into local A+E's (the issue being who pays for such services).

David noted he had provided 2 other lecture engagements.

From a Cornerhouse perspective there is no news on accommodation, though the lease had been extended for 2 years giving more time to address the future. The licence is still in place and is being renewed. The issue of disabled access needs to be re-considered.

**Action:** David to raise at the next Cornerhouse Board meeting.

## **6. Quality**

Following the last meeting, Pauline reported back the results of the recent discussions at WM on the governance part of the standards manual from National Mind.

There was consideration of the governance documents, communication and user participations in committees and decisions. Various actions were

identified and these will be progressed, including discussing further at the next Community meeting.

The next topic for review was agreed to be networking and partnership. This will be considered by a small group consisting of Paul/Paul/Rachel and Pauline. Inputs from others will also be sought as last time.

**Action:** To discuss at next meeting.

## **7. Centre Reports:**

### **Cornerhouse:**

Mike noted that various trips had been arranged ranging from Go Karts, Teachers TV filming, Llama trekking, lush pampering and horse riding (twice). Also the Christmas party was held and a Karaoke.

Mike commented that music events had proved popular with all age groups. He also highlighted the recent radio broadcast where Nigel read the weather.

### **Sheerwater:**

Bill noted that they had held a “meet and greet” in November, an informal Christmas party and then closed in view of the poor weather. Various informal meetings have been arranged for January and a visit to Wisley will follow in February. In March a “green Friday” is planned, including a trip to the allotment.

### **Woking Minders:**

The Surrey challenge cup had been won. David Masters had been helping. Janie noted that the financial support existed to the end of the season (at least) and PMA was providing trainers, whilst WBC was funding the ground usage.

Sponsorship is being sought through the various industry bodies (and it was noted that unfortunately we had missed a filming opportunity with Lawrence Dalligio) due to the severe weather.

## **8. Any other business**

- As a result of a question from Janie, David confirmed that the agreement with SCC was in relation to current services and did not cover any associated services.

Next meetings:

24<sup>th</sup> March; 9<sup>th</sup> June; 6<sup>th</sup> October

AGM - 5<sup>th</sup> May.