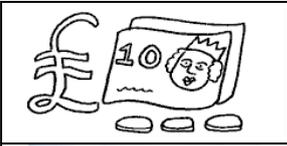


	People Matters Committee meeting	
	Thursday 23 rd October 2014	
People who came to the meeting		
Robert Rae	Tina Turnbull	Rowena Herbert
Charles Ward	Susan Moreland	Alan Shaw
People who wanted to come to the meeting but couldn't		
Kate Barrett	Paul Jackson	

Actions from last meeting

	Tina to work with Shabir to provide the information about what we are actually spending.
	At the AGM, Charles will be confirmed as Chair of People Matters.

Things that we always talk about

	<p>Complaint</p> <p>A parent is unhappy because we think that someone needs some extra support to participate in a group.</p> <p>This will cost more money for the person and she is unhappy about the extra charge for her son.</p> <p>Tina has met with her and will follow up the complaint.</p>
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1. To carry on following the complaints procedure and ask for help from board members as needed.

Financial Report



We had a look at the information about the money that we have spend and the money that we have coming in.

At this meeting there were no worries about money for September.



2. **Tina will send out the information for September**

What People Matters has been doing



Rachel was not able to come to the meeting today.

She wrote a report to tell us what she had found that was good and not so good.

The report told us some good ideas to improve outreach for people.

There are some things that we need to do that Rachel has recommended.



1. Work with service users, families and staff to put in place recommendations in Rachel's report.

Business Update

	<p>People Matters is applying for money from 3 places at the moment.</p> <ol style="list-style-type: none">1. Leeds City Council to support young people2. Leeds City Council to run a day service in South Leeds3. Big Lottery second stage application that needs to be in at the beginning of January 2015.
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	<p>People Matters also needs to have extra money, called working capital so that it can get extra things it needs to do a good job if it is successful with any of the applications.</p> <p>We will need to apply for a loan from special organisations that are here to help social enterprises like key fund.</p> <p>We need to think about when is the best time to apply.</p>
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	<ol style="list-style-type: none">1. To get all the applications in on time2. To think about the best way to apply for money to help us do a good job
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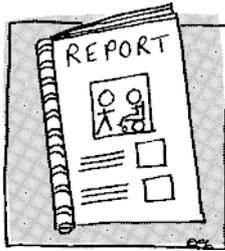
Community Enterprise Checker

	<p>This is tool that works out how well a community enterprise is doing. It looks at how well run the organisation is and finds areas that need to be improved.</p> <p>What it showed was that People Matters had come a long way. Thanks to Tina for all her hard work.</p> <p>It would be good to use the tool again to show that as an organisation we were improving.</p>
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1. Use the Community Enterprise Checker again to check on improvements.

Teens n Twenties Evaluation Report



The report that looked at how well the Teens n Twenties project worked is nearly finished.

This report shows that it was a successful project. The report will help with the bid to the lottery.

The board made some suggestions for changes.

Thanks to Alan and his colleagues at Sheffield Hallam University



The AGM will be held on December 4th at Moortown Rugby Club before the Christmas Party



Date of next meeting – Thursday 29th January 2015 at 5.30pm