

Beeston Community Resource CIO Trustees

Notes from the Trustees' meeting held Wednesday 5th November 2025, 2.42 – 4.27pm

Attendance:

Duncan Mitchell (chair), Val Curry, Sylvia Stephens, Chris Taylor, Martin Brasier (minutes), Kate Foale, with Robert Ashford, Mike Baldry, Colin Failes and Harumi Mitchell.

Administration:

All of our annual reporting is now virtually complete, but due to the pressure of the timetable as Christmas approaches, the "not the AGM" will now take place in the New Year.

Colin has been looking at how the charity's money is held in our bank accounts, and has found that some adjustment is possible, to increase the interest we receive, without affecting operations, so that will be acted upon.

Finance & Funding:

Chris reported that the budget remains on track and that our current financial position is sound, although there are some major unknowns looking forward. Both the café and room hire are doing better than we had anticipated. Securing grant income continues to be a challenge. Colin will proceed with our application to be registered with the Fundraising Regulator, now that their new Code of Practice has been launched, and as previously agreed.

Operations:

We are delighted that the kitchen has its 5-star rating for food hygiene back again. The kitchen has had a new sink unit worktop fitted, and Harumi is progressing a plan for the expansion of the space available for food preparation, which will improve the efficiency of the service and also allow more scope for cake-making.

Congratulations to Renee and Tracie for organising the very successful United in Wellness Day which took place on October 15th.

Both regular and occasional room hire bookings continue to increase, helping to place the Centre at the heart of our community. Room hires also bring extra trade to support the café.

Staffing:

Thanks to Colin having secured additional funding, we have been able to increase Renee's hours to full time, so we now have two full time mental health workers. We are also planning a small increase in café staff hours, and some other adjustments, to ensure adequate staffing levels at busy times.

A new initiative to develop comprehensive staff training materials is at the planning stage.