

Community Base participant group meeting 28th February 2008

The meeting was attended by Annette (Community Base) Sylvia Alexander-Vine (Community Base chair of trustees) Jane (Assert and trustee), Katy (Community and Voluntary Sector Forum) and Olivia (NHS Support Federation).

1 The quick one cup water boiling machine

Annette asked what people thought of the quick cup water boiler that had replaced the kettles in the conference room. Katy said she had just tried it out and liked it but wondered how it would be for a large group in the conference room. Annette said she had tested the quick cup machine that has been put in the conference room and found it was quicker than a kettle at making tea for 12!

Jane said that the quick cup was easy to use and environmentally friendly, and much better than the kettles that were in the conference room. There were no objections to the quick cup replacing the kettles in all the kitchens and Annette said she would arrange this.

2 Information for people working at Community Base webpage

Annette asked what people thought of the new 'Information for people working at Community Base' page on the Community Base website Colin had emailed everyone about (www.communitybase.org/information).

Only Jane and Annette said they had looked at the page. Jane was very pleased that the new format highlighted security following the issues raised about security at the last participant meeting. Jane was also pleased at the positive response she got on the email group when she posted comments on security following the last participant meeting.

Katy asked if there was a list of contact addresses and emails for everyone at Community Base on the Community Base website. Annette said that the Community Base website listed contact details for all participant groups at Community Base but not individuals; the internal phone directory available from reception has the names and phone extensions of everyone working at Community Base.

3 Broadband internet connection

Annette said that the broadband internet connection had gone down a number of times recently and she was working with our IT advisers and others to sort the problem as soon as possible.

4 Hooks for cups in kitchens

Annette said that Mel from the Working Together Project had suggested more cup hooks in kitchens. Jane suggested that there should be enough space for a hook for each person. Annette said it was not practical to have all personal mugs, coffee and tea stored in the kitchens but she would look into this.

5 Launch of new community and voluntary sector magazine

Katy said a new magazine 'Spoke' was being launched that would replace the Community and Voluntary Sector Forum's Dialogue magazine, the Working Together Project's magazine and some of the content of Brighton and Hove City Council's 'Fundamental' magazine which were all being discontinued.

Katy said that the new magazine aimed to support groups in the voluntary sector and highlight important issues for the sector. Anyone with news, stories or ideas for the magazine should contact her.

Annette said that Community Base had raised a concern with the forum over the magazine which would be discussed at the next Community Base board meeting. Katy said the issue was the address of the magazine. Sylvia asked who printed the new magazine and Katy informed her it was Gemini.

6 Mice

Olivia asked if there had there been any mice sighted recently. Annette said that there hadn't and that Community Base had an ongoing pest control contract to deal with any recurrence of the problem.