

## **Community Base participant group meeting 29th January 2009**

The meeting was attended by Colin (Community Base), Annette (Community Base), Jacqui (Carr-Gomm), Paul (NHS Support Federation and Community Base trustee) and Ros (Amaze and Community Base trustee)

### **1 Heating**

It was agreed that the heating was better now. Colin said that given the insulation problems in the building extremely cold weather was inevitably going to cause problems and this was one reason why Community Base was committed to putting in new windows and looking at improving insulation generally as quickly as possible.

### **2 Capacitybuilders funding for new windows**

Colin said he had received 18 letters from groups at Community Base in support of our bid for funding from Capacitybuilders to allow us to install new windows by 2010. Colin said he was baffled by an email he had received that morning from one participant group, the Community and Voluntary Sector Forum, saying it would not write a letter of support for the bid, especially given CVSF's role as a support organisation for local community and voluntary groups.

### **3 Photocopier**

Annette reported that the photocopier had got better with the recent move and a replacement part but there were still problems that she was looking into.

### **4 Director's annual meetings with participant groups**

Colin said he had met all 28 participant groups individually in January and found it very useful. Colin said that the issues raised by groups were already being looked into. Colin said he had asked all participant groups for anything they thought should be included in Community Base's development plan for 2009 to 2014 and had received some interesting suggestions.

### **5 Fire safety**

Annette said that a fire evacuation drill that morning had gone well.

### **6 Dates of participant group meetings**

Colin suggested that participant group meetings be moved to the third Thursday of the month so that notes of the meetings could be circulated to trustees ahead of board meetings in the same month and it was agreed this was sensible.