

Community Base participant group meeting 29th November 2007

The meeting was attended by Colin (Community Base), Louise (Working Together Project), Jane (Assert and trustee), Sylvia (trustee), Dilly (Carr-Gomm), Tina (TB Alert and trustee), Sally (Community and Voluntary Sector Forum) Liz (Assert) and Mel (TB Alert)

1 Volunteer search shortlisted for IT4Communities Awards

Colin said that volunteer search had been selected as a finalist for this year's national IT4Communities awards and some staff and trustees were going to the awards ceremony in London after the meeting.

2 Green Champions 2008

Colin said Community Base would be launching a Green Champions 2008 scheme in the near future for local community and voluntary groups wanting to reduce their energy use and environmental impact. The scheme would involve asking groups to make 10 commitments, including appointing a named green champion in their organisation, then listing all groups making the commitment on a website and giving all groups that join the scheme a green circle logo for their doors. The idea was to get something simple and inexpensive going right away that could be expanded and improved, perhaps by another organisation, if funding became available in the future. The idea had grown out of a number of discussions during the year and was supported by a wide range of people so far including the Community and Voluntary Sector Forum, the Scarman Trust, some council sustainability and neighbourhood support workers and the Brighton Climate Change group. Colin said he would let people know more about the scheme, including details of a meeting to discuss the scheme in the near future, by email.

3 Xmas fayre

Mel said that the xmas fayre organised today in the conference room had gone well.

4 Car park gate

Colin reported that the car park gate had been broken by a vehicle outside the car park smashing into it. The incident was caught on CCTV and has been reported to the police and our insurers. Unfortunately the gate will not be working until it can be repaired.

5 Conference room kitchen

Colin apologised for Annette not being at the meeting as she was ill, but reported that she had told him that she had ordered a new two sink unit for the conference room kitchen.

6 Director's annual meetings with groups

Sally asked how the director's annual meetings with individual participant groups were going. Colin said they were going well, with lots of positive comments about Community Base. Quite a few small problems, mainly involving phones, had come to light and Colin asked that if anyone has a problem they tell reception so it is logged and we can fix it. Colin said he would send out an email about the meetings once he had finished them in mid-December.

7 Community Base xmas party

Colin said the planning for the xmas party was going ahead so it seamlessly followed on from the Working Together Project's annual general meeting. Ade's band had been booked and music, drink, food and fairy lights were being organised. Colin said he had not been able to get a big cake from Care Co-ops because they are too busy over xmas and it was agreed not to have one, just lots of mince pies. It was decided not to have a pub quiz during the party but to sort some mulled wine. Mel suggested some extra live music and Tina wanted cheesy disco hits. Colin agreed to put out a poster, put up a webpage and send out an email inviting people along and making clear people could bring friends and family.

8 Future participant group meetings

Colin said he had had a request to change the format of participant group meetings to involve flipcharts and maybe a change of venue and time. Jane said she liked the informality of the meetings and that the coffee room was a good place to have it. Dilly said it was good to have it at the same time every month. It was agreed to keep the current format for meetings and keep holding them in the coffee room on the last Thursday of the month (expect next month because of xmas when it will be on 20th December!).