

Meeting	Trustee Board meeting
Date	3pm 24 June 2021
Venue	Online meeting
Trustees present	Karen Drury (KD) - Chairman Alison Hope (AH) James Anderson (JA) Jim Marshall (JM) David Loudon (DL)
Apologies	Julian Weinberg (JW) Doreen Foster (DF)
In attendance	Sarah Cutler (observer) Victoria Southwell (VS) Director Annie Corpe (AC) Grants Assistant (minutes)

3071. Karen welcomed everyone and introduced Sarah Cutler who is observing the meeting before making a decision about joining the Trustee Board.
Apologies received from JW and DF.

3072. Declarations of Interest
No declarations of interest were made.

3072. Minutes of Previous Meeting
The minutes of the previous meeting held online on 18 March 2021 were agreed as an accurate record.

3073. Matters arising

3066. Code4000 has advised that it is merging with Catch 22. VS feels this will benefit Code4000 going forward. They have submitted their report and VS will follow up with a call at the beginning of July.

VS

3074. Finance

JM presented the Management Accounts to the Board. The organisation is in a robust position and costs are under control. The audit for 2020/2021 has started.

Family Tree Wirral grant of £7,500 is still outstanding. VS is in regular contact with the organisation about this longstanding issue and it was acknowledged that resolving this is time

consuming. At some stage we will need to make a decision whether or not to withdraw funding.
VS to monitor. VS

Many project start dates were delayed due to Covid-19 and this continues to have an impact on when grant payments are being made.

Sarasins income of £164,088 was received on 4 June.

DL updated that investment performance is slightly below benchmark but the well diversified portfolio is achieving its objectives.

3075. Investment Manager review

Trustees agreed to appoint consultants Independent Investment Review to review the performance of Sarasin since 2018. Investment Manager options for the future will also be reported on at the October 2021 Board meeting. Trustees agreed the recommended approach to the review and a formal “beauty parade” in 2022. VS/DL

3076. Risk register

Trustees approved the updated risk register and agreed that it would be good practice to adopt a safeguarding policy as we are now offering grants to organisations working with young people. AH offered to share a template she had used. VS/AH

3077. Young Carers Grant shortlisting

33 Young Carer Grant applications were received from organisations supporting young carers. These were assessed and divided into the following groups prior to the meeting:

- 1 application – instantly rejected as the organisation did not meet the criteria.
- 20 applications – recommended for rejection after review by the Director and Grants Assistant due to quality.
- 12 applications – to be reviewed by Trustees for shortlisting.

At the meeting Trustees shortlisted 7 applications to receive an assessment visit with a total grant request of £393,938.

The outcomes of the 12 applications selected for Trustee review were as follows:

Ref Code	Organisation name	Amount requested	Outcome
2021-05-YC002	Angus Carers Association	£60,000	Shortlisted without discussion
2021-05-YC020	MYTIME Young Carers	£56,000	Shortlisted without discussion
2021-05-YC027	Signpost Stockport for Carers	£38,000	Shortlisted without discussion
2021-05-YC030	Swansea Carers Centre	£59,978	Shortlisted without discussion
2021-05-YC015	Gloucestershire Young Carers	£60,000	Shortlisted after discussion
2021-05-YC016	Hillingdon Carers	£60,000	Shortlisted after discussion
2021-05-YC025	Sandwell Young Carers	£59,960	Shortlisted after discussion

2021-05-YC031	Trafford Carers Centre	£58,000	Rejected after discussion
2021-05-YC008	Carers Forum Stirling Area t/a Stirling Carers Centre	£53,500	Rejected without discussion
2021-05-YC014	Cheshire Young Carers	£60,000	Rejected without discussion
2021-05-YC005	Care for the Carers	£58,591	Rejected without discussion
2021-05-YC017	Kingston Carers' Network	£59,805	Rejected without discussion

Trafford Carers Centre will be offered the opportunity to work with the Cranfield Trust and to reapply in 2022.

VS

AH requested that the application format shared with Trustees for shortlisting include a summary of the proposed project and word count on the application form be reviewed for future grant rounds.

VS/AC

3078. 2022 Strategy update

Trustees supported the continuation of the current strategy for a further year.

3079. Grant progress reports and Trustee visit reports

JA reported positively on his Zoom call with abandofbrothers. Despite all three final reports not achieving their objectives in the final year of their grants this was clearly down to the impact of Covid and the difficulties this caused, especially for rehabilitation of offenders projects.

3080. Remuneration Policy

Trustees agreed to adopt this policy, noting that the employer's pension contribution is 3%.

3081. Website Trustee area update

AC demonstrated the secure area for Trustees. Trustees requested an additional page with links to useful resources to support knowledge development and awareness of recent updates. AH said that she would also look at podcasts that it would be useful to share with Trustees. Trustees expressed their appreciation for the hard work that had gone into developing the Trustee Area.

AC

3082. Director's update

VS updated Trustees on the 15 organisations now working with the Cranfield Trust, and also provided an update to Trustees on the latest findings published from the monthly NCVO barometer for May 21. Volunteer numbers were the latest trend to be analysed with 24% of respondents saying they had seen an increase in volunteer numbers and 36% noting a decrease. 38% of charities who responded also said they had seen a decrease in volunteer hours and for 40% of charities this had led to a decline in the range of activities being undertaken. 66% of charities are expecting greater demand for their services in the short term compared to 59% in April 21.

The diversity of volunteers has also changed with a decrease in volunteers from the 50+ age range, those with disabilities and those from BAME communities. This is no great surprise as each fall into groups identified as being particularly vulnerable to Covid-19. One interesting effect of this though has been a growth in the number of digital volunteers. 92% of charities said they had moved services online since the beginning of the pandemic and this has led to an increased number of volunteer roles being carried out remotely.

Some good news from the barometer shows a decreased number of charities expecting the pandemic to negatively impact their ability to deliver their objectives (a decrease of 16% from

Nov 20) and a growing number of charities expect their finances to improve rather than deteriorate.

VS will attend a further Corston Independent Funders Coalition meeting in July and hopes that this will help with identifying routes to advertising the young offenders programme to organisations working with young women. The coalition is also considering how as a group of funders they can lend their voice to the growing disapproval of the MoJ's decision to create 500 new prison spaces for female offenders.

VS is updating the grantee reporting process to streamline the documentation for all new grantees. She is also looking at how to make some improvements to the reporting for grantees pre 2020. VS

Recipients of the strategic grants (Women in Prison and Kinship) will be asked to present at the December 2021 meeting. VS

3083. New Trustee Appointment

KD will email Sarah Cutler to request confirmation of her appointment as Trustee. KD

3084. Gifts for ratification

Recipient	Payment month	Amount
Mrs Denyer	July	£850
Mrs Elliot	Sept	£850
TOTAL		£1700

These were approved by Trustees.

3085. Any other business

VS, AC and Sarah Cutler left the meeting at 4.58pm

KD reported to Trustees that in the course of finding a process to support the new remuneration policy, she and DL considered that the Director's salary was not quite up to the market rate. KD proposed that this be amended in two stages; one salary increase backdated to April; the second introduced in October. KD

KD to speak with the Director and confirm by email.

3086. Future meeting dates and venues

- ☑ Thursday 14 October 2021 (to include retirement meal) Venue tba
- ☑ Thursday 9 December 2021 (to include Christmas lunch) Venue tba
- ☑ Thursday 24 March 2022 Venue tba
- ☑ Thursday 23 June 2022 Venue tba (to include summer meal)
- ☑ Thursday 13 October 2022 Venue tba

Signed by Chair

Dated.....