

Board Members: Cllr D Williams (Chair) Ian Floyd, Pauline Stuchfield, Tracey Carter, Andrew Docherty

Additional Attendees: Karen Bull, Debbie Mitchell, Karen Hubbard (minutes)

Apologies: Kevin Hall

Agenda

1. Introduction and apologies
2. Minutes & Actions of previous CYT Board (25 June 2013)
3. CYT Finance & Performance Report
4. Staff ideas & involvement
5. Update on transfer of casuals
6. Accounts sign-off
7. Any other business

Minutes

1.	<p><u>Introduction and apologies</u></p> <p>Apologies received from Kevin Hall</p>
2.	<p><u>Minutes of previous meeting (25.06.13)</u></p> <p>Minutes to be published on website.</p> <p>Actions Plan will updated and brought to the next meeting.</p> <p>The performance report will be a standing agenda item.</p>
3.	<p><u>CYT Finance & Performance Report</u></p> <p>Report was discussed in detail including turnover and profit compared to previous years performance.</p>

	<p>Improvements to presentation of reports were discussed and agreed.</p> <p>Engagement with staff is ongoing, and future communications strategy is being considered. Opportunities for promotion activity were discussed.</p>
4.	<p><u>Staff ideas & involvement</u></p> <p>Discussed within item 3</p>
5.	<p><u>Update on transfer of casuals</u></p> <p>Phase 1 – progress update given. Phase 2 – feedback from client meeting given on next steps.</p>
6.	<p><u>Accounts sign-off</u></p> <p>Accounts had been completed on time. The Board signed off the accounts.</p>
7.	<p><u>AOB</u></p> <p>Other business opportunities were discussed</p>

Next meeting Thursday 14 November at 2.00pm