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**Northwood Together Partnership Board Meeting**

**Tuesday 9th November 2021**

**Action Notes**

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| **Board Members Present:**  **Board Advisor’s Present:**  **Apologies:**  **Observers:** | Ally Middleton, Debi O’Shea, Joan Ford, Carol Birchall, Gail Ross, Sam Roberts, Sarah Smith  Lisa Cover  Andrea Hawksey, Tim Edwards |
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**1. Welcome & Introductions**

The confidentiality agreement was signed by those present.

**2. Confidentiality Agreement/Declarations of Interest/Quorate**

Meeting declared as quorate.

Ally reminded all members of our confidentiality agreement.

No one declared any declarations of interest.

**3. Note of Last Meeting & Matters Arising**

The notes of the last meeting were agreed.

**4. Financial Update**

Joan gave a detailed update on our current financial situation.

**5. Funding Applications**

None.

**6. Project Update**

Lisa gave a brief project update.

It was agreed to fund the support worker an additional day a week for six months.

**7. Management Arrangements**

N/A

**8. Governance Issues**

Ally advised Board that Carly Colburn has stepped down as a board member.

**9. Delivery Plan**

The delivery plan is almost complete and will be reviewed at the board meeting in December. The plan will then be submitted.

**10. Plan Review**

Lisa confirmed that the plan review had been submitted.

**11. Any Other Business**

It was agreed to auction off the Trent signed LFC shirt and the Joe Gomez shirt be used in the Christmas raffle.

**Christmas Hampers**

The hamper delivery date is 21 December 2021.

**Date of Next Meeting:**  Tuesday 14th December 2021 at 10.00am at Northwood Community Centre

**Action Table**

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| **Agenda Item** | **Action** | **Responsible** |
| Governance | Lisa to invite Andrea in for her induction | Lisa |
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