

DONCASTER LINK – FINANCE GROUP – MEETING SUMMARY

Date:
11th April 2011

Time:
15.00pm

Venue:
Doncaster Business Innovation Centre

Attendees:
Sheila Barnes, John Burke and Donna Cibor (Host)

Apologies:
None

The following is purely to give the essence of the meeting.

Opening:
The finance group has been formed to allow the Doncaster LINK to take control of its allocated budget and to enable greater transparency in how money allocated to the LINK is spent.

Sheila Barnes opened the meeting by welcoming all.

Item 1: Minutes from 24th March 2011. All agreed with no amendments

Item 2: Year to Date Spends. The Host gave the members a copy of the current year to date spends which is now complete for 2010/11. The Carers Federation Finance Department will send down final figures over the coming weeks which will confirm the final under spend that will be returned to DMBC.

Item 3 2011/12 Forecast. All agreed that the 2011/12 forecast is accurate. The group will continue to monitor all LINK expenditure over the coming year and update the forecast as needed.

Action: The Host to produce a new Year To Date spreadsheet and update as necessary.

Item 4 Disability Awareness Day: The Disability Cluster has sent a formal letter requesting £500 towards the next Disability Awareness Day. The group will present the letter at the next Executive Board Meeting. Recommendation will be made that Match Funding be obtained by the cluster in order to agree the request.

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Action **Sheila Barnes to present the letter at the next Executive Board Meeting on 19th April 2011.**

The next meeting will be held on Wednesday 15th June 2011 from 2pm at the Doncaster Business Innovation Centre.

Minutes prepared and submitted by:
Donna Cibor

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