



Subject:	Minutes 13.02.2020
Date of Meeting:	27/4/20
Author:	Lois Sidney
Purpose:	For Agreement

Board of Directors

1. Apologies:

Apologies. Helen Blythe (HB) Present: Lois Sidney (LS) Jonathan Wells (JW)

2. Minutes of Last Meeting:

Agreed as correct

3. Matters Arising:

The workflow being emailed out by LS was no longer considered to be a priority and no further action is required

HB was to speak to her GP with regards to offering a leaflet to those referred to PCMH service to suggest they may like to contact SUN and feedback their experiences. This action has been cancelled.

LS was to speak to Vickie about creating a leaflet, LS and Vickie discussed a leaflet but after meeting with Kevin Rowland in December this is no longer a workstream for the SUN as PCMH will take this forward.

Action LS contacted Suffolk User Forum who have not responded to date. LS to contact again.

Action LS to forward the team training information to JW

Action HB had devised a SurveyMonkey questionnaire and had advised that she will forward the responses on to the SUN. This action is outstanding

LS has contacted CPSL Mind to consider working together on signposting work

HB was to request a FOI for crisis information from HB Hospital. This action has been cancelled

LS was to source a venue for a Blue Monday event. This event has happened and was very successful

LS was to write a volunteer advert for community researchers but after discussing the lone worker management of volunteers this is not being pursued at this time.

The SUN Network Cambridgeshire and Peterborough
The Maple Centre: 6 Oak Drive, Huntingdon, Cambridgeshire,
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4. Chair's report:

JW praised the SUN Network for the raised profile and partnership working. JW was also asked to present The Winding Road project at a CPFT carers meeting and it has been suggested that a joint presentation may be possible at a higher level within CPFT

5. Executive Director's report:

Action JW would like a question added to the Winding Road report second interviews around blue sky innovative thinking in terms of what could help. LS to add the question in

Action JW advised that there is a weekly Exemplar newsletter. LS to request a copy

Action JW will seek the help of a carer to support the second round of Winding Road carer interviews. LS confirmed that The SUN Network will pay £10 per hour for this work.

Action LS to create the definition of meaningful engagement for the KPI's

Action LS to discuss with the commissioners replacing the MoU KPI with a more purposeful KPI around partnership working as MoU has been embedded over the last 2 year

6. Finance Report:

The finances were presented and there are a few amendments required to the presentation of the document.

Action LS to ensure that the source of income is correctly attributed

Action LS to look at where Income tax is accounted for in the budget – NI or Salary

The commissioners have agreed to reinvest the underspend in the fixed term post for another year.

Action LS to finalise the budget for 2020/21 and email to all directors for approval before the end of March

Action LS to provide a paragraph explaining the difference between 2019/20 and 2020/21 budgets

7. Business Plan

Action LS to set a meeting date with JW and HB to review the business plan

8. AOB:

LS discussed a project around co-production training that could potentially earn income. Market test process to be completed throughout March



We discussed the current functioning of the Board and acknowledged difficulties in working effectively together. JW outlined his proposed actions which were agreed by LS.

9. Date of Next Meeting:

27th April 2019 9.30am The Marriott Hotel

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