



Neath Port Talbot
Health & Wellbeing Group

NEATH PORT TALBOT HEALTH AND WELL-BEING GROUP

EXECUTIVE COMMITTEE

6 December 2022

Venue: via Microsoft Teams

MINUTES

Present: *To be confirmed at meeting*

Apologies: *To be confirmed at meeting*

1. Declarations of Interest

None

2. Minutes of Executive Committee Meeting 4 October 2022

Minutes accepted as accurate by all in attendance.

3. Lottery Sub-Committee Meeting

DHJ asked the Committee to agree an additional bonus prize on the 30th of December for £500.

- Executive Committee supported proposal.

CFH updated the Committee on the need to recruit lottery administrative support in the New Year.

4. Finance Sub-Committee Meeting

CFH explained that some members are booking tickets for events and then not cancelling when not able to attend.

KW confirmed a reminder has been issued to members to cancel events if they can't attend. DHJ added the functionality to cancel is not an option on Eventbrite.

5. **Decisions made since last Executive Committee meeting**

CFH confirmed the decision to extend the £10 offer discount at NPT venues has been made since the last meeting of the Executive Committee.

6. **NPT Health and Wellbeing Group - Financial Statements**

Lucky Fridays Account

Update from (DHJ);

- £22,000 at the start of the year
- Forecasting an annual total for subscriptions of £116,000. 10% for Wellbeing fund leaving £105,000 of lottery income
- £99,000 to pay out in prizes
- £28,000 remaining

7. **Matters Arising**

None.

8. **Risk Register**

- DHJ – Updates to the risk register complete
 - Removed risk 9,10 &12
 - Additional risk added re “Sustainability of the Group and good governance due to lack of dedicated administrative capacity”
 - Removed WhatsApp group

9. **NPT Health and Wellbeing Group - Well-being Activities:**

Action – all to think about well-being activities that can be offered to members. KW to issue a poll to members;

SO suggested walking events at Aberavon, Pen-y-Fan once a month initially on a Sunday morning at 10:00 o'clock

CFH – New Year, new start. Brisk walk and bring your family and dogs.
Coffee at local café

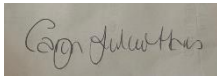
Action – EW to contact local café (Franco's) regarding tea/coffee break prices

10. AOB

Action – KW to carry out face-to-face recruitment for hard to reach staff.

Next meeting –via Teams

I hereby agree that these minutes are a true and accurate record of the meeting.

Signed (Chairwoman)  Date: 23.2.23

Signed (Seconder) *A. James* Date: 23.2.23