



Neath Port Talbot
Health & Wellbeing Group

NEATH PORT TALBOT HEALTH AND WELL-BEING GROUP

EXECUTIVE COMMITTEE

4 August 2021

Venue: via Microsoft Teams

MINUTES

Present: Karen Jones (Chair), Huw Jones (Treasurer), Caryn Furlow-Harris (Secretary), Sheenagh Rees, Anita James, Derek Jones, Cllr. Carol Clement Williams, Elinor Wellington, Lynne Doyle, Kirsty Williams,

1. Welcome & Apologies

KJ thanked SR for her contribution as Chair over the past year and welcomed DHJ as the new Treasurer for the group.

Apologies: Rhys Williams, Julie Robinson, Shirley Freeguard, Amanda Coleman, Jayne Dennis

2. Declarations of Interest

None

3. Minutes of Executive Committee Meeting held on 14th June 2021

Approved

4. Matters Arising

1. Minutes of the Lottery Sub-Committee (3rd August 2021) – No matters arising
2. Minutes of the Finance & Governance Sub-Committee (3rd August 2021) - Covered later on the agenda

5. Decisions made since last Executive Committee meeting 14th June 2021)

None

6. Updated Terms of Reference of Sub Committees:

1. Lottery Sub Committee - CFH presented the amended ToR for the Sub Committee for approval – DHJ was added to membership.

Decision: Amended ToR agreed

2. Finance & Governance Sub Committee - CFH presented the amended ToR for the Sub Committee for approval – DHJ was added to membership and EW removed from membership

Decision: Amended ToR agreed

7. NPT Health and Wellbeing Group - Financial Statements

KJ provided the Exec Committee with an overview of the current financial position as follows:

Wellbeing Account - £13,254 income. KJ made the Sub Committee aware of a late payment that has been made to Celtic Leisure in the sum of £140 (Cinema nights offered in a previous financial year).

Lottery Account - £9,000 net income per month. The schedule of prizes agreed at the Group's AGM on 17th June 2021 are being rolled out.

8. NPT Health and Wellbeing Group – Data Protection Policy & Schedule

KJ explained that the Finc & Gov Sub Committee had discussed the Data Protection Policy & Schedule and agreed that no amendments were needed. However, CFH is due to speak to Head of Legal & Democratic Services re progress on the development of a Data Sharing Policy (for an assurance from the Council that the NPTHWG's data is being handled in accordance with the Policy) and the development of one SLA for all services the NPTHWG is purchasing from the Council.

The aim is for this documentation to be in place by end of January 2022.

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

1. Virgin Go – Update

Destination Go Challenge started on 28 July. 253 have signed up for VP Go, but less than 200 have started Destination Go. AJ confirmed that Comms would Contact VP Go to find out if we can email those who have not started Destination Go.

2. Luminare – Update

KJ stated that not all of the discounted tickets have been sold yet. Promotion of the tickets to continue over the coming weeks.

3. Perkz – Update

KJ stated that the Perkz contract is due for renewal in September. Members are utilising the facility and making significant savings. Members agreed that the scheme was of benefit and was something that the group would wish to continue.

Action: KJ to negotiate renewal of Perkz

4. Join a Party

A discussion took place as to whether the places that had been provisionally reserved for NPTHWG members for the Margam Orangery 'Join a Christmas Party', should be taken up or not. It was felt that in the light of growing numbers the places should not be taken up this year.

Action: KJ to contact Margam Orangery to say we won't be including 'Join a Christmas Party' as part of our events programme this year.

10. **Constitution of Group – Update**

CFH stated that electronic signatures for all committee members were needed in order to complete the document.

Action: all to email signatures to CFH asap

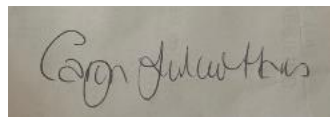
11. **AOB**

None

Next meeting – 1st December 2021 via Teams

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

Signed (Chairwoman)



Date: 21.10.21

Signed (Seconder)



Date: 21.10.21