MSF Trustee's Meeting	
MEETING DATE / HOST VENUE	9 th November 2017
SECRETARIAT	Jean Stephens
ATTENDEES	John Bell (Chairman), Jean Stephens, Alan Cooper, Adam Walker,
APOLOGIES	Patricia Shenton,
DISTRIBUTION	None

AGENDA ITEM 1

TITLE: WELCOME, APOLOGIES AND INTRODUCTIONS

DISCUSSION	OUTCOME /ACTION	WHO	DEADLINE
1.1 JB welcomed all to the meeting	Apologies were received from Pat Shenton		N/A

AGENDA ITEM 2

TITLE: MATTER ARISING / UPDATES FROM PREVIOUS AGM MEETING

DISCUSSION	Outcome /Action	who	Deadline
2.1 – Action from previous meeting	Trustees agreed action notes were a true record	JB	N/A

AGENDA ITEM 3

Declaration of interest

DISCUSSION	OUTCOME /ACTION	WHO	DEADLINE
3.2 Meeting declaration of interest	A. No declaration of interest declared for the meeting	Trustees	21.07.17

AGENDA ITEM 4

Horizon Scanning

DISCUSSION	OUTCOME /ACTION	WHO	DEADLINE
4.1 Healthy discussion took place amongst Trustee around National and Local strategies, funding and developments	A. To remain abreast of development	Trustees	Ongoing

AGENDA ITEM 5

Strategy

DISCUSSION	OUTCOME /ACTION	WHO	DEADLINE
5.1 JS outlined MSP value creation model (Social value, economic impact, People & Brand) ensuring our contribution can be clearly demonstrated against MSP outcomes.		CD	07.02.18
clearly demonstrated against wor outcomes.	c. Code for Sports Governance – evidence submitted to Sport England for	JS	07.02.18
		JS	07.02.18

AGENDA ITEM 6

Tactics

DISCUSSION	OUTCOME /ACTION	WHO	DEADLINE
6.1 Funding in the pipeline - JS updated Trustees of funding bids & project developments over the last three months	 a. oomph project - £5k capacity as project management - Secured b. Create Development - £400.00 capacity as project management - Secured c. Inactivity Fund 2 Socio-Economic partnering Riverside Housing Association - Powerhouse (£100K with £8K capacity as project management to MSF)- Unsuccessful 	Trustees to note	N/A
	 d. Inactivity Fund 2 Socio-Economic - Involve Northwest -£47,660 and MSF capacity of £7,020 - Unsuccessful e. Big Lottery - Awards for All - Bowls/Sefton - £10,000 value with £1,000 management capacity - still awaiting outcome f. Sport England Families - PSS and Joseph Lappin £483, 844 with £20,000 		
	capacity to MSF – unsuccessful G. MSP to rethink its tactics in terms of capacity required to submit bids in a competitive market – up date provided at next meeting	JS	07.02.18

AGENDA ITEM 7 Title: Operational

DISCUSSION	OUTCOME /ACTION	WHO	DEADLINE
7.1 Human Resources7.2 Financial summary7.3 Services re appointed	A: staffing structure distributed B: Financial report to presented and agreed as a true record of accounts	JS JS	N/A 07.02.18
	C: Overview of cash flow till 2021 presented to Trustees outlining £70,000 - £100,000 unrestricted income year on year from 2017 - 2021	JS	07.02.18
	D: SLA for providers signed by chairman	JB	N/A

AGENDA ITEM 8 Title: Dates of next meetings

DISCUSSION	OUTCOME /ACTION	WHO	DEADLINE
8.1 DATE OF NEXT MEETING	a. 7 th February 2018	Trustees	
8.2 CLOSURE	b. Chairman thanked all trustees for their active contribution and acknowledged the great work MSF staff have undertaken		