

BBP Directors Meeting Minutes / 22.10.2025

Chair: Lewin Greaves (LG)

Minutes: Shalyn Wilkins (SW)

Also attending: Richard Deane (RD), Justin Desyllas (JD), David Sproxton (DS), Rob Wall (RW)

Apologies:

Agenda

- ☒ ~~Check-In~~
 - ☐ Financial Update
 - ☐ Wage review
 - ☐ Review of previous actions
 - ☐ BBP Updates
 - ☐ AOB
 - ☐ Date and invitees for next DG meeting
-

Check-in

Financial Update

Good month, profit of 1.5k. Every month this year except for March has been good. Discussed putting the money we've got into a savings account to get interest.

Wage review

From Members Meeting 15.10.25:

We should set an intention to do the pay review every October because that is when the living wage foundation publishes its new rate. Pay can then be increased from December. We should communicate this staff.

Minutes from 22.10.25:

Justin raised that he's heard in the workshop from staff members that they may be looking elsewhere because the pay is too low. There is a risk of staff leaving if we don't raise the wages.

The inflation has gone up 3.8%, so we know we need to be about that.

Justin said that the lifecycle and the wood recycling project are paying what our salary would be if we increased it to 5%. Drew recommends that those are good projects to compare ourselves to.

Discussed that 4% doesn't feel like enough of a pay rise, especially as it's only 0.2% above inflation.

All directors voted on 5% as an increase.

Review of scaled pay:

To discuss: Question raised about ramped pay based on time worked at BBP.

Discussed:

- The risks of rewarding time vs. skills and how sometimes it isn't truly representative.
- A few years ago there was a discussion around giving better feedback and having a way for staff to develop.
- Justin confirmed that feedback is already being completed at the moment.
- We all feel like it's worth rewarding people who are doing more than others, especially as some staff are crucial to the running of the project.
- It's a complex thing to set the amounts per person.
- *How can we recognise hard work and reward it, without changing the pay structure? E.g. paid holidays?*
- If we regularly review pay and try and make it somewhere where people would like to work, that should be our goals.

Away day

We feel like we've gone in circles with this discussion, the DG agreed that it would be a members only and would include staff, but not staff.

At the GM, it was put to a vote after some discussion and it was voted 50/50 that the staff should be paid vs. not paid. Drew has said that he'll speak to some of the staff members to see if there is a middle ground for us to go ahead with the Away day.

Review of previous actions

Action	Who	Status
Follow up on issues with the lease, making sure that there is building insurance with the landlord / letting agents.	DS	Drew is on the case

Need for additional holiday / sickness cover for Workshop Coordinator role - follow up with Drew	JD	Justin will speak to Drew
Follow up with Davva about fire door certification or any other action required	RD	Drew is fire marshall now. The fire doors certification isn't needed as we previously thought.
Pay review due again	JD	Done
Authorise compassionate leave for Tania - email Drew	LG	done
Directors having oversight of specific areas	?	Need to tell Drew about these roles
Away day planning	SW	See notes above

New Actions

Action	Who	Status
Email Drew about 5% and communicate that this will be a year pay review in October.	JD	
Get a survey together, to ask current staff members about their pay structure and if they would prefer scaled pay OR a general raise OR if other rewards could work. (e.g.	RD	

Directors having oversight of specific areas

Justin - GDPR

Shalyn - H&S
Richard - Fire
David - legal
Lewin - Safeguarding

New members:

No new members

BBP Updates

Nothing to report.

 BBP 2025 reports

AOB

Discussed the email from Andrew, about sticking with the same accountant (Phil L), even though he has sent things late in the past. Andrew and Rob will have to chase him to make sure things get put in on time this year.

Discussed the change of a Thursday EAB session, bringing the Fridays bike fixing into the Thursdays. Potentially a future need for two coordinators.

Date for next meeting:

Chair:

Minutes:

Invite :