# Radstock and Westfield Big Local - DRAFT

#### Tuesday 11 February 2014

Robin Moss (Chair)

Marlene Morley

Steve Rivers

Lesley Mansell

Bernie Pearce

Rob Watts

Dave Dixon (BANES)

Julian Mellor (Big Local Rep)

Sarah Westell

Esther Parker

#### Apologies:

Nick Gardham (RE:generate)

Miles Daffin

Eugene Kertzman

Dom Chambers (retrospectively)

## Minutes

1. Lesley Mansell asked for it be recorded that she abstained in the vote on the Community Worker contract.
2. In future matters relating to appointments of individuals should be kept confidential and not put in public minutes.
3. In future the minutes should be circulated (in Word) to people present with a 7 day window to respond. After that they will be published on the website.
4. The minutes were approved.

## Dragons Den small grants

1. We have received 17 applications.
2. One late application was received. Discussion about whether it should be accepted. On the Chair’s casting vote it was decided not to accept the late application.
3. Proposal for the event on 14 March is:
* 6pm. Doors open. Tables for each applicant to exhibit their idea.
* 7pm. Applicants present their project for 90 secs.
* Each of the three Dragons ask one question
* Voting
* Food
* Results
* Music
1. Dragons are Susanna from the Somerset Guardian, Beccy from the Journal, someone from business. MC is Dom Chambers.
2. We will provide a voucher for a free drink.
3. If groups can’t get anyone to the event or put anything in a display then they’ll have to see what happens.
4. Eligibility checks were done on each applications. Sarah is sending to follow-up queries to about half the applicants.
5. Assuming we run small grants in the future we need to look at timing so that e.g. summer playschemes are not excluded.
6. Dry run of voting system. Discussion about whether some groups might try to rig the final vote. Will children have a vote? (needs decision).
7. What did Par Bay do to ensure the people attending were from the BL area. **Action: Julian to find out.**

## Workplan

1. Julian introduced the workplan (attached). All leads towards submitting our Big Local Plan in July.
2. Need to recruit someone to be the Plan writer. Aim to advertise in March with someone to start in May. Applicants will be asked to submit examples.
3. Get briefs from other Big Local areas for their Plan writers and email around. **Action: Julian**
4. Send around terms of reference for other partnerships. **Action: Julian**
5. Make sure Dom is aware of timescales for community reporters. **Action: Julian** to send Dom email reminder. Also Steve seeing Dom soon so will talk to him.

## Community Worker brief

1. Consideration of the Brief (attached).
2. Esther has volunteered to help Robin with contract supervision. Will have a reporting and monitoring mechanism.
3. One of the main purposes needs to be to make sure whole community is represented. Should ensure that we work with all parties. Use the phrase “Protected characteristics”.
4. Generally promote equality – more positive wording.
5. Discussion about the “inspire and creatively” section. Changed wording agreed.

## Any other business

1. Personal profiles on website. Bernie and Esther want theirs removed.

## Next meetings

**Tuesday 25 February.** Briefing @ 6pm for small grant applicants re event. Steering Group meeting at 7pm to agree detail of event plus more. At Victoria Hall.

**Wed 26 March.** 7pm. Will include briefing on Social Investment & Big Local by Simon Swale.

Minutes: Julian Mellor