

Big Local | Radstock & Westfield

- How to make the most of £1million -

Minutes of Management Meeting 20th June 2017

7pm -9pm - The Oval Office, Cobblers Way, Westfield, BA3 3BX

Present: Marlene Morley, Keith Tyrrell, Rob Wicke, Sarah Westell, Julian Mellor, Rhea Morgan, Dave Dixon, Ron Hopkins, Robin Moss (late)

Apologies: Jaydean Dawkins, Jo Hurst, Caroline Green, Julie Harrington

Note taker: Rob Wicke

1. Welcome and apologies		
Welcome and congratulations given to the new Radstock Town Council Chair, Keith Tyrrell. Either Keith or Vice Chair Rupert Bevan will attend our meetings. If neither can make then Diane Abbot will step in. Marlene expressed our grateful thanks to Mike Boulton for his time spent with us. Apologies from Jaydean Dawkins, JoJo Hurst, Late arrivals from Ron Hopkins and Robin Moss		
2. Approval of previous minutes – 16th May 2017		
Minutes of meeting 16 th May 2017 accepted as an accurate record of the meeting. Agreed that all text should have a white background.		
3. Actions from Previous meeting – 16th May 2017		
4.1 MM To draft a letter to Dom Chambers and circulate to management for approval before sending. Apologies from MM – to be done by 4 th July	MM	4 th July
5.1 Complete SW/RW - To develop detailed plans for food project		
6.1 Completed SW/RW - To make changes to plan review ok with JM before sending to Local Trust		
7.1 Completed SW to inform DNA arts and Somer Valley Walking festival of our funding decision.		
9.1 SW/RW to identify and train a trustworthy young person to take our minutes.		
ACTION: Dave Dixon will ask a contact.	DD	18 th July

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4. CIC Update		
<p>MM updated the group. She has all the information ready to send to Companies House. Mark Goodman, Lemon Gazelle, had expressed surprise to her regarding us listing B&NES as the organisation to take on our community assets should we discontinue because very often it's a charity that's assigned. We will continue with B&NES at this point as the main asset is Bleacher Seating which is in a B&NES building. Because we operate over two areas it seems sensible to leave the asset to an organisation that also spans the two areas.</p> <p>Julian advised that the document doesn't need to go to Local Trust unless we want to be the LTO, but we can send to them if we want.</p> <p>ACTION MM to send the document to Julian to forward to Local Trust.</p>	MM	4/07/17
5. LTO Update		
<p>We have met a number of times with CFH Docmail and they understand the requirements for being a LTO and showed interest. It is now with their board to make the decision.</p>		
6. Big Fund		
<p>Tai Chi: Management discussed the application and decided to recommend not to fund this project due to concerns regarding evidence of sustainable benefit and the feasibility of getting match-funding and time from the school and fitting in the curriculum.</p> <p>ACTION SW to email the remaining management members with the proposal for their vote.</p> <p>DNA arts: Management discussed the application and decided to recommend not to fund this project due to concerns regarding evidence of sustainable benefit, engagement with the wider community and cost effectiveness. Our previous funding of DNA arts was with</p>	SW	4/07/17

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<p>the requirements that the projects would incorporate sustainability. It was agreed, however, that we have had a good relationship with DNA arts and have enjoyed supporting their events. ACTION SW to email the remaining management members with the proposal for their vote.</p> <p>Keith commented that community engagement is high on the Radstock Town Council list, they want to be proactive and more out there to engage with the general public. Their main priorities are Hope House and car parking.</p>	<p align="center">SW</p>	<p align="center">4/07/17</p>
<p align="center">7. Sugar Smart</p>		
<p>We are delighted that we were chosen as the lead area especially because this is based on the hard work we've been doing in the community.</p>		
<p align="center">8. Any Other Business</p>		
<p>Hope House – the design has had a tweak, it will go to full planning committee in July. When RTC can provide a car park suitable for anyone to use then HH will rent that space for their staff to park. Radstock having a medical centre has the RTC Chair's unequivocal support.</p> <p>Christmas event in Radstock - Liz Derl-Davis, Rupert Bevan and Diane are the people to liaise with regarding a Christmas market. There is interest in the lights switch on linking with the Radstock Museum craft fair.</p> <p>Taste of Radstock – Timsbury do a Taste of Timsbury market to coincide with the national Food Fortnight. There is potential for one to happen in Radstock, it would need to link with the traders.</p> <p>Community orchard – We are working with Radstock Town Council to create a community orchard. We have links with organisations that can provide some of the fruit trees. There may also be some interest from</p>		

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<p>Westfield organisations ACTION: SW and RW to talk with Lesley to get the Westfield school link as they are looking for fruit trees. Also to link with Fosseyway school.</p> <p>Local Food Plan: We need to work out who's doing what and when. This could set a standard for the Plan 2.</p> <p>Boundary Changes: Dave Dixon flagged up that there will be boundary changes for wards in the next 12 to 18 months. B&NES are losing councillors and have to redraw boundaries. Julian Mellor advises that Local Trust say our boundary remains the same.</p> <p>Church: has been sold to a local developer.</p> <p>Unltd social enterprise fund: Julian has emailed us with the opportunity to apply for this fund. The general feeling was that we don't have enough social enterprises interested.</p> <p>Keith Tyrrell – would like Radstock Town Council and Big Local working closer together – building bridges.</p> <p>Robin Moss – appreciates Marlene Morley chairing, and will catch up on lost time.</p> <p>Marlen Morley thanks Sarah and Rob for their hard work, especially doing the human fruit machines at the local events.</p> <p>Meeting ends at 20.30</p>	<p>SW, RW</p>	<p>18/07/17</p>
<p align="center">9. Dates for the diary</p>		
<p>- Management Committee Meetings: Tues, 7pm, Oval Office: 18th July, 15th Aug, 19th Sept, 17th Oct, 21st Nov</p> <p>- ODD: Mon, 9.30am, Oval Office: 7th Aug, 4th Sept, 2nd Oct, 6th Nov</p>		