Big Local Radstock and Westfield Management Committee Meeting

4th November 2014

Prattens Sports Centre

7pm –8pm

**Minute taker:** Robert Wicke

**Members Present:**

Robert Wicke, Robin Moss, Dom Chambers, Rob Watts, Marlene Morley, Ron Hopkins, Ed Joseph, Leslie Mansell, Keith Bridges

**Members Missing / Apologies:**

Sarah Westell, Julian Mellor, Caroline Green, Eugine Kertzman, Dave Dixon, Chloe Edgell.

**Agenda:**

**To discuss and vote on the Locally Trusted Organisation;** taking into accountexpressions of interest; process; recommendations; archiving of information

**BL Plan - update**

**To discuss the Dragons Den event to be held in January 2015**

**AOB**

**LTO discussion and proposals:**

**Expressions of interest** – Dom Chambers, Somer Valley FM; Robin Moss, Westfield Parish Council. Each member left the room when their particular organisation was discussed.

**Process** - SW, EJ, MM and LM were the group of four people from the management board who carried out the LTO shortlisting selection, and with the exception of LM conducted the interview process. The three applicants, SW Foundation, Westfield Parish Council, Somer Valley FM, were interviewed separately and on the same day. Each interview followed the same format: An introduction by the Chair (MM), a presentation of their proposal by the bidder, questions from all three interviewers based on both the written proposal and the presentation and an opportunity at the end for anything additional that the bidders wished to say.

**Recommendations** - The panel presented their findings and recommendations for which organisations should take on the roles of Finance, Communications and Community Development for discussion and approval.

Finance: RM left the room for this discussion. The panel recommended that Westfield Parish Council should be offered the LTO role of Finance. RH proposed we vote yes, seconded by LM, all members present in agreement.

Communication: DC left the room for this discussion. The panel recommended that Somer Valley FM should be offered the LTO role of Communication and part (please see para below) of the role of Community Development. RM proposed we vote yes, all members present in agreement.

Community Development: The panel recommended that the Community Development Officer (CDO) will work with Somer Valley FM to carry out part of the Community Development aspect. The CDO will also provide support to the wider work and initiatives on community development of the R&W Big Local.

It was proposed by the panel that the employment of the CDO be organised through Westfield Parish Council as they have the capacity to do so. RM raised the possibility of an alternative way of employing the CDO:

RM asked the committee to consider another proposal regarding the CDO, who would be professionally supervised by B&NES Council in partnership. He indicated that there would be the possibility of them providing support or match funding.

RM also suggested that RWi’s support for Big Local could be extended until the end of the financial year with professional supervision for him and SW from B&NES.

Proposal from MM that we continue the conversation with BANES regarding the professional supervision of RWi and SW. EJ seconded and all agreed.

* ACTION – RM to continue conversation with BANES

**Big Local Plan:**

The plan is back from public consultation and will be distributed to the management committee for approval before presentation to the partnership committee for approval.

* ACTION – SW to email the plan to the management committee.

 **Dragons Den:**

Closing date for entries is 16th January 2015. Event on the 30th January.

We need to advertise the competition ASAP. Can utilise the Westfield Parish Council’s list of grant applicants and will also extend it to a wider audience.

* ACTION – SW and RWi to develop plan.

Discussion around how we can talk about the previous winners. Agreed that it would be nice to find a way to bring the stories into the next den. [SW commented the next day: a display board would be a good way to present their stories as it’s more time effective, compared to presentations to the previous winners].

**AOB:**

Building/hub: DC said that as we are all beginning a new phase it would be good to bring things all under one roof, for example bringing together Somer Valley FM and the Community Development Officer could be quite useful. RM responded that he and SW went, with this sort of thing in mind, to look at a building that was for hire but it was far too expensive.

Xmas meal: LM has asked if date can be changed as she can’t make the 15th Dec due to a Town Council meeting.

EJ suggested a doodle poll.

* ACTION: SW has agreed to create a doodle poll