

Minutes of Radstock and Westfield Big Local Management Meeting 17th October 2017

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

Dave Dixon, Julie Harrington, Ron Hopkins, Jo Hurst, Julian Mellor, Marlene Morley, Keith Tyrrell, Sarah Westell, Rob Wicke, Jaydean Dawkins, Caroline Green, Rhea Morgan (RhM), Robin Moss

- **Present:** Julian Mellor, Marlene Morley, Robin Moss, Keith Tyrrell, Sarah Westell, Rob Wicke
- **Apologies:** Jo Hurst, Julie Harrington, Rhea Morgan, Ron Hopkins
- **Chair:** Robin Moss
- **Note taker:** Angie Seaman-Moss

1. Approval of previous minutes – 19th September 2017		
Minutes of management meeting held on 19 th September 2017 were accepted and agreed as an accurate record of the meeting.		
	Person	Action Date
2. Actions from previous meeting – 19th September 2017		
<p>2.2 - RW opened the meeting with a video of Whitley Bay ‘Our Bigger Story’ showing a reflective period of their plan meeting. Discussion took place regarding the content and ideas for future meetings noted.</p> <p>2.1- SVFM emails have been received this afternoon, and therefore no time to action/read these.</p> <p>RM – Suggested that the proposals made in the emails be looked at and discussed in detail at the next ODD meeting.</p> <p>2.3, 2.4, 10.1 & 10.2 – Were discussed as a joint item. These are ongoing. Matt Leach – local trust CEO will be visiting on 3.11.17 some of which can be filmed to form part of ‘Our Bigger Story’.</p> <p>Angus MaCabe will be attending the ‘Our Bigger Story’ meeting on 21st November 2017.</p> <p>Visible assets were discussed and highlighted that they are the raised seating in the Victoria Hall, WAGS raised beds and the Writhlington Hall car park.</p> <p>SW – suggested lunch at Swallows and invite CoppaFeel. Also suggested RhM to attend.</p>	<p>SW & RW</p> <p>SW</p>	<p>3.11.17</p>
3. CIC Update:		
<p>SW – Following the meeting in September, further work has been completed. A discussion was held and a few last minute fine tuning details are being completed and this is now at the point of going to Companies House.</p> <p>Quartet Community Foundation has generously agreed to be the asset lock body.</p>		

4. LTO Update:		
Westfield Parish Council have extended their period of notice. The next steps in the transfer to LTO was discussed.		
5. Big Fund:		
<p>SW Reported there are no new Big Fund applications. Work continues with Radstock Town Council and tree planting, and interest has been received from Westfield GP Surgery and Fosseyway School. Further plans and ideas were discussed.</p> <p>Youth Fund: SW- reported a good meeting and £1000 will be used to subsidise a trip to Thorpe Park on 23.10.17 taking 45 young people from Radstock and Westfield, with the aim to build bridges within the youth community. It was generally thought this was a good idea and suggestions of some video footage to add to 'Our Big Story' could be used. The next Youth Panel meeting is on 30th October 2017 at the Youth Hub. SW+RW will be delivering Sugar Smart at this meeting.</p>	SW, RW	
6. Sugar Smart Fund update:		
<p>SW & RW held a stall in partnership with B&NES at Radstock flu clinic and spoke to approx. 80 people, focusing on making people aware of hidden sugars.</p> <p>Further discussions took place re: sugar intake, quality of life and impacts.</p>		
7. Finances update:		
Chart included in management pack for discussion. This was looked at and noted.		
8. Hope House update:		
<p>RM, MM, SW, RW - Attended a meeting to discuss 'Big Local ' input and protection for asset, and reported a very positive meeting. Discussion took place Re: Commercial lease, proportional property share, building management committee. JM gave further information regarding timescale and costs. Further discussion will be had with Hope House re: costs and business plan. RM emphasised that SW & RW community development time, must not become project management time. Summary: Fits in with results of community consultation, to improve general health & wellbeing. An important key anchor project for Radstock & Westfield Big Local.</p>		
9. Radstock Town Council update:		
KT updated us on a number of initiatives that Radstock Town Council are involved in.		

10. Westfield Parish Council update:		
No report from Westfield Parish as RH unable to make the meeting.		
11. AOB:		
<p>SW – Youth consultation – Vanessa Rogers is coming on 6-8th Nov and on 16th and 17th Nov 2017, visiting schools, scouts etc. and other activities and anywhere young people go, to get further information on youth activities and difficulties accessing activities in the local area. Consultation results will be available in December and this will drive where Big Local invest. We are continuing to support Youth Fund and Panel.</p> <p>Christmas meal: Discussion took place and generally thought yes, and Swallows during the day.</p> <p>SW – Matt Leach CEO of Local Trust visiting on 3rd November 2017</p> <p>KT – 2nd November 2017 – We’re invited to a civic event, Making a difference Awards, celebrating people in Radstock.</p> <p>Resignations: Caroline Green has had to stand down from Management Committee and the committee would like to give thanks and appreciation for all the work she has done and wish her well in her new job.</p> <p>Rob Watts has resigned, due to other commitments, and again the committee would like to give thanks and appreciation for all the work and support he has given, and wish him well.</p>		
12. Dates for the diary:		
<p>- Management Committee Meetings: Tues, 7pm, Oval Office: 21st Nov, no meeting in December. 16th Jan, 20th Feb, 20th Mar</p> <p>- ODD: Mon, 9.30am, Oval Office: 6th Nov, no meeting in December. 8th Jan, 6th Feb, 5th Mar</p> <p>3.11.17 Matt Leach visit</p> <p>2.11.17 Civic Event – Making a Difference Awards</p>		
Meeting finished at 8.06pm		