

## Minutes of Radstock and Westfield Big Local Management Meeting 17<sup>th</sup> April 2018

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

Dave Dixon, Ron Hopkins, Julian Mellor, Marlene Morley, Keith Tyrrell, Sarah Westell, Rob Wicke, Jaydean Dawkins, Robin Moss

- **Present:** Julian Mellor(via skype), Marlene Morley, Sarah Westell (via skype), Rob Wicke, Ron Hopkins. Colin Currie (In place of Keith Tyrrell RTC)
- **Apologies:** Robin Moss
- **Chair:** Marlene Morley
- **Note taker:** Angie Seaman-Moss

Welcome and meeting opened.		
<b>1. Approval of previous minutes – 20<sup>th</sup> February 2018</b>		
Minutes of management meeting held on 20 <sup>th</sup> February 2018 were accepted as an accurate record of the meeting.		
	<b>Person</b>	<b>Action Date</b>
<b>2. Actions from previous meeting – 20<sup>th</sup> February 2018</b>		
<b>4.1</b> Business plan requested from Sam Plummer, they are in process of making one.	<b>SW</b>	<b>ASAP</b>
<b>5.1</b> To be discussed in item 3		
<b>6.1</b> Completed		
<b>8.1</b> To be discussed in item 4		
<b>9.1</b> Completed		
<b>11.1</b> To be discussed in item 6		
<b>11.2</b> On going and needs further input and discussion	<b>RM</b>	<b>ASAP</b>
<b>11.3</b> Presentation is prepared		
<b>11.4</b> To be done during dragon's den.		
<b>3. Hope House</b>		
<b>RW</b> attended recent meeting GVA did not attend, nor surgery representative. Lead BANEs planner present, libraries and Rupert Bevan. Discussions took place re: space allocation and usage. Several key people were absent from the meeting making discussions difficult. Meetings are scheduled 2 weekly. <b>MM</b> suggested discussion to take place at next ODD meeting to clarify space, usage and requirements before more progress can be made. RTC are setting up a working group and CC will report to RTC and express points and concerns raised. A lengthy discussion took place, voicing concerns and it was suggested that a stronger presence from Big Local was needed at the next meeting on 30 <sup>th</sup> April 2018. RW and JM will attend.	<b>RW &amp; JM</b>	<b>30<sup>th</sup> April</b>

<b>4. LTO update</b>		
<p>SW reported there have been some difficulties arranging a meeting with CFH. Concerns were raised regarding time frame for securing a LTO.</p> <p><b>JM</b> Raised the question whether there is contingency plan if CFH withdraw, as there is limited time remaining to secure a LTO.</p> <p><b>RH</b> will try to arrange a meeting to meet with CFH.</p> <p>It was suggested other avenues be explored for a LTO and a discussion took place regarding options.</p>	<b>RH</b>	
<b>5. Finances</b>		
Finances discussed		
<b>6. Dragon's Den 4-7pm 20<sup>th</sup> April 2018</b>		
<p>It was reported that there are 17 applicants attending Dragon's Den and a good attendance is expected.</p> <p>RH has agreed to be compere. Access to the hall is from 3.30pm</p> <p>Thanks given to SW and RW for generating interest and applicants.</p> <p>Volunteers and helpers needed.</p>	<b>ALL</b>	
<b>7 AOB</b>		
There was no other business.		
<b>Dates for the diary:</b>		
<p><b>-Management Committee Meetings:</b> Tues, 7pm, Oval Office: 2018 - 15<sup>th</sup> May, 19<sup>th</sup> June, 17<sup>th</sup> July, 21<sup>st</sup> Aug, 18<sup>th</sup> Sept, 16<sup>th</sup> Oct, 20<sup>th</sup> Nov</p> <p><b>- ODD:</b> Mon, 9.30am, Oval Office: 2018 - 7<sup>th</sup> May, 4<sup>th</sup> June, 2<sup>nd</sup> July, 6<sup>th</sup> Aug, 3<sup>rd</sup> Sept, 1<sup>st</sup> Oct, 5<sup>th</sup> Nov, 3<sup>rd</sup> Dec.</p>		
Meeting closed at 20.15pm		