

Minutes of Radstock and Westfield Big Local CIC Meeting 19th July 2019

9.30 – 11.30am 1 Riverside Cottages, Radstock

Ron Hopkins, Julian Mellor, Marlene Morley, Robin Moss, Sarah Westell, Rob Wicke, Janine Woodward-Grant.

- **Present:** Marlene Morley, Robin Moss, Sarah Westell, Rob Wicke, Janine Woodward-Grant.
- **Apologies:** Ron Hopkins, Julian Mellor
- **Chair:** Robin Moss
- **Note taker:** Angie Seaman-Moss

1. Welcome and meeting opened.		
2. Declarations of interest		
RM- as a Westfield Parish Councillor JWG- Carers Centre and Young Carers		
	Person	Action Date
3. Approval of previous minutes		
Minutes from meeting 5.2.19 were noted and approved.		
4. Actions from previous minutes		
4.1 No update from RH 4.2 RM & SW to meet ASAP	SW & RM	URGENT
4.3 Map – RW reported that the correct map is now on the Local Trust website, legal underwriting still to be done. 4.4 SW reported that an email has been generated to transfer bleacher seating to the CIC. JWG will consult with The Waldron Partnership re: depreciation and value, SW will give paper work and invoice for seating to JWG. Confirmation is needed from the partnership for the transfer of this asset.	JWG SW	
4.5 Payments to CIC account suggested at £1000 per month. JWG asked if RW & SW are able to manage paperwork and accounting and is happy to guide. RM reiterated training can be given if needed. RW needs to be a designated signatory. JWG emphasised that 2 signatures are always needed on cheques. ACTION: RM suggested online banking with zero spend. ACTION: MM suggested checking role descriptors re: signatories, banking and accounting.	SW RW	
4.6 Community Orchard – RM reported meeting with member of Radstock Town Council and Becky Brooks from the Journal, to		

<p>JWG- declared an interest in this item. SW- reported the REOI has gone out and have been well received. Several enquiries and contacts made. Return date for Pre-tender (REOI) 20th September 2019 5pm.</p>		
<p>8. AOB</p>		
<p>Local trust events: details listed in diary dates section.</p> <p>Monthly Journal page- positive communication. Discussion took place re: future items and ideas for journal page. SW & RW will report on health and wellbeing in Aug. RM- will produce information for a follow up article in the Journal for 26th Aug, re Health Time-bomb in the local area.</p> <p>Recruiting Board Members: Discussion took place around recruiting more board members, deciding on skills needed and the recruitment/interview process.</p>	<p>SW, RW</p> <p>RM</p>	
<p>Dates for the diary:</p>		
<p>CIC board meetings: 1 Riverside Cottages, Radstock, 9.30am – 11.30am: 2019 – Fridays - 16th August, 20th September, 18th October, 15th November</p> <p>Partnership meet and mingle meetings: 1 Riverside Cottages, Radstock, 10.30 – 11.30am 11th September, 13th November</p> <p>Local Trust events:</p> <ol style="list-style-type: none"> 1. Big Local Connects 13th – 14th September – Nottingham 2. Uncover >Action 26th November – London 3. South West Learning group – Date and venue TBC 		
<p>Meeting closed at 11.20am</p>		