Big Local | Radstock & Westfield CIC Making the most of £1million Community-led - Community Development - Community Investment

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. 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. 4.6 Community Orchard – RM reported meeting with member of 	JWG SW SW RW	

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JWG & RW & SW will meet to look at generating a business plan to change to use space more flexibly.	JWG, SW	
-		
support the presentation re: Big Local.	RM	
RM- will try to attend this meeting of Radstock Town council to		
partnership meeting will be reporting back to the council.		
RW reported that Radstock Town councillors who attended		
MM – We need to meet with Hope House to share ideas and thoughts around the Community Kitchen and space.		
Works on a one off basis, and not future sharing carte blanche.		
Works. It was agreed that this research can be shared with Creativity		
research around the Community Kitchen project with Creativity		
SW reported that Dan Shreeve has requested being able to share his		
legacy proposals.		
RM- There has been another approach from NRR to discuss their		
JWG – suggested investigating other healthy living centres and what they look like and how they run. Suggested possible visits.		
50 year lease.		
space if we decide on a change of use. Advised pushing for at least a		
JWG- suggested meeting with Hope house to discuss re-value of the		
fixed kitchen.		
are looking into doing re: making the space a flexible space and not a	SW	
RM + RW/SW – Contact Hope House to discuss what R&W Big Local	RM RW	
partnership meeting.		
Discussion took place re: results of discussions and questions from		
6. Community Kitchen		
Discussion followed re: plan and funding projects.		
like this, and we have to follow the process to re-allocate funding.		
RW reported that there is no money allocated in the plan for a project		
designated projects.		
measures are intended to ensure any money/grant are used for		
RW – we have a budget for upskilling, JWG- we need to ask what		
out. RM declared an interest as Westfield Parish Councillor.		
Discussion followed re: previous funding and evidence of work carried		
for funding of a race track and outdoor gym type equipment.		
RW reported that Westfield Parish Council have approached Big Local		
to the delay in the Young People's project.		
JWG – Highlighted that we will be reporting an underspend again, due		
5. Finance Report	1 1	
Discussion followed re: Tree density in the area and vandalism.		
unfortunately, there is nothing they can do to rescue the orchard.		
looked at the orchard, and say it has been totally destroyed, and		
Vandalism in the area appears to be a bigger issue. WAGS have		

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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) 20 th September 2019 5pm.	
8. AOB	
Local trust events: details listed in diary dates section.	
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.	SW, RW
RM- will produce information for a follow up article in the Journal for	
26 th Aug, re Health Time-bomb in the local area.	RM
Recruiting Board Members: Discussion took place around recruiting	
more board members, deciding on skills needed and the	
recruitment/interview process.	
Dates for the diary:	
CIC board meetings: 1 Riverside Cottages, Radstock, 9.30am – 11.30am:	
2019 – Fridays - 16 th August, 20 th September, 18 th October, 15 th	
November	
Partnership meet and mingle meetings: 1 Riverside Cottages,	
Radstock, 10.30 – 11.30am	
11 th September, 13 th November	
Local Trust events:	
1. Big Local Connects 13 th – 14 th September – Nottingham	
2. Uncover >Action 26 th November – London	
3. South West Learning group – Date and venue TBC	
Meeting closed at 11.20am	