

**Minutes of Radstock and Westfield Big Local CIC Meeting 21<sup>st</sup> February 2020**

9.30am – 11.30pm 1 Riverside Cottages, Radstock

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

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

1. Welcome and meeting opened.		
<b>2. Declarations of interest</b>		
There were no declarations of interest.		
	<b>Person</b>	<b>Action Date</b>
<b>3. Approval of previous minutes</b>		
Minutes from meeting held on 17 <sup>th</sup> January 2020 noted and approved. RM to sign previous minutes.	<b>RM</b>	
<b>4. Actions from previous minutes</b>		
<p><b>4.1</b> – Articles of association. Item completed</p> <p><b>4.2</b> – Investigate charitable status. RW gave details on information gained so far.                      JWG- highlighted possible tax issues.                      MM-questioned how would the CIC and a charitable arm function together.                      RW- It would need to be made clear on the boundaries between the two entities.                      Further discussion took place of examples and possible difficulties.                      Further investigation is needed.</p> <p><b>4.3</b> – <b>Map</b> - RW reported that this continues to be ongoing.</p> <p><b>4.5</b> – Bleacher seating -JWG continues to work on this.</p> <p><b>4.7</b>- To be discussed in later item.</p> <p><b>4.8- Orchard</b>- RW reported that Radstock Town Council are looking at options.</p> <p><b>4.10- Learn to Lead</b> – RW has received confirmation of figures and modules.</p> <p><b>7.1 – Youth Services</b> – RW reported that all parties have been contacted.</p> <p><b>8.1</b> – Completed</p> <p><b>8.2</b>- RW reported that a facebook advertisement has not been set up for Dragon’s Den as the circulation that is required goes out of our designated area.</p> <p><b>8.3- Renewable energy</b> – On going</p> <p><b>8.4- CAB</b> – Item ongoing.</p>	<p><b>RW</b></p> <p><b>JM</b> <b>JWG</b> <b>Dir</b></p> <p><b>RW</b> <b>RW</b></p>	

8.5 – Office space – Ongoing	RW	
<b>5. Finance Report</b>		
Finance report explained by JWG and discussed.		
<b>6. Mixed use space/Hope House</b>		
<p>JWG explained that a report should be received by next week, and an offer letter in the first week of March.                  Next steps were discussed. Legal advice to be sought after receipt of offer letter.</p> <p><b>ACTION</b>  <b>RW- to set up a meeting with Hope House after offer letter has been received.</b></p>	RW	
<b>7. Youth Services</b>		
<p>RW- reported that a service level agreement is in the process of being drawn up with Learn to Lead.                  RW- gave additional information on the projected start time, and explained the research done on Learn to Lead provision in other areas and is happy with the findings.</p> <p><b>ACTION:</b>  <b>RW- to put a section in the next Journal page to say what is happening in this area.</b></p>	RW	
<b>8. AOB</b>		
<p><b>Local Trust events:</b> Can be found on the office whiteboard and email sent.</p> <p><b>Staff contracts:</b> This was a confidential item.</p> <p><b>Plan 3:</b> Work has begun and discussions will continue in subsequent meetings.</p> <p><b>3SG (Third Sector group membership)</b> RW explained the role of 3SG and membership approved.</p> <p><b>Charity Information:</b> Discussed in previous item.</p> <p><b>Community Energy:</b> Work will go ahead in this field regardless of BL investment or not. Plan 3 could include renewable energy investment section. Further discussion needed.</p> <p><b>CAB-</b> RW reported that there is no further information at this time. A discussion followed regarding delivery and need in the community as well as sustainability of the project.                  JWG- suggested a possible short term investment and the need to explore more digital options and support. These were discussed.</p> <p><b>ACTION: RW- to put a proposal together for directors.</b>  <b>RM- to sign documents and minutes.</b></p>	RW RM	
<b>Dates for the diary:</b>		

<p><b>CIC board meetings: 1 Riverside Cottages, Radstock, 9.30am – 11.30am: (venue could be subject to change)</b>                  2020 - <b>Fridays</b> - 20<sup>th</sup> March, 17<sup>th</sup> April, 15<sup>th</sup> May, 19<sup>th</sup> June, 17<sup>th</sup> July, 21<sup>st</sup> August, 18<sup>th</sup> September, 16<sup>th</sup> October, 20<sup>th</sup> November.</p> <p><b>Partnership meet and mingle meetings: 1 Riverside Cottages, Radstock, 10.30 – 11.30am (venue could be subject to change)</b>                  2020 - 11<sup>th</sup> March, 13<sup>th</sup> May, 8<sup>th</sup> July, 9<sup>th</sup> September, 11<sup>th</sup> November.</p> <p><b><u>Dragons Den</u></b> - 24<sup>th</sup> April 2020 5pm Prattens.</p> <p><b><u>Local Trust events:</u></b>                  Water Bodies – April 2020 – Venue TBC                  Lived Environment – June 2020 – Venue TBC                  Other events- see email from RW</p>		
<p>Meeting closed at 11.30am</p>		