

Minutes of Radstock and Westfield Big Local CIC Meeting 18th February 2021

9.30am via Zoom

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

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

<p>1. Welcome and meeting opened. Meeting is quorate.</p>		
<p>2. Declarations of interest</p>		
RM & RH declared a potential conflict of interest in AOB item.		
	Person	Action Date
<p>3. Approval of previous minutes</p>		
Minutes from meeting held on 21 st January 2021. Minutes were noted and approved.		
<p>4. Actions from previous minutes</p>		
<p>Action Log looked at and discussed.</p> <p>4.1 Ongoing</p> <p>4.6 Ongoing. Still awaiting some reports, RW continues to follow up.</p> <p>5.1 Options for Hope House Building. RW has made enquiries with local organisations, to explore possible options for this building. JM gave an overview of the work done by Community Led Homes, and will arrange a meeting. JM also commented on Homes England, for possible grants to enable work to be done on a plan for use of the building. RW-timescales need to be considered with regards to funding from local trust.</p> <p>9.1 RM & RW have been in contact with the group.</p> <p>6.1 The food project will finish at the end of February.</p> <p>8.1 & 8.2 Plan 2 review complete and timetable for writing plan 3 circulated.</p> <p>8.3 & 8.4 JM still to investigate deadline for programme extension and circulate legacy statement examples.</p> <p>10.1 Debit card received. Agreed a £60 max spend. JWG and RW will look at bank reconciliation monthly.</p>	<p>JM</p> <p>JM</p>	
<p>5. Hope House</p>		
<p>Work has commenced on the new building. JWG has been in contact with Hope House re; the first payment. JWG has emailed local Trust with the documents asked for, but has had no response from them. This is becoming a frustration and JM has been asked to follow this up. General frustrations were expressed regarding the poor communication from Local Trust.</p>	<p>JM</p>	

6. COVID response		
Hot meal project – will finish at the end of February. RW will work to ensure people are aware of other providers in the community. JWG asked how we create the links between current providers and those in need?		
7. Projects		
<p>Small fund: Contact has been made with Tynning Together. Writhlington Action/History group, there has been no application or response received at this time. RW -has had discussions with Jon Durrant regarding ideas he has about supporting cooking/providing meals. Jon was interested in possibly using the Swallows café building. JWG highlighted that Swallow only lease the café from the church for part of the week. RW to let Jon know JWG can provide contact information of church. RH- COVID has highlighted a need in the community that was already there ie, elderly single people not managing to eat properly, low level income groups and socially isolated groups etc. RW will continue discussions and investigations.</p>	RW	
8. Plan 3		
<p>RW reported on the draft legacy statement. Main areas to consider are:</p> <ul style="list-style-type: none"> • What will remain in our area after the Big Local funds have been spent? • What are the main things, if any, that we want to do by then so that these changes are long lasting? • What do we think this will mean for our area’s future? <p>We will have a broad range of legacies that will continue well beyond the Big Local programme: The following are already in place, and are dependent on Plan 3 actions.</p> <ul style="list-style-type: none"> • Physical structures – Wellbeing room in Healthy Living Centre for 20+ years; Outdoor gym and running track in Westfield; tiered seating in Victoria Hall; community orchard in Radstock. • Ongoing activities – Wellbeing sessions in wellbeing room for 20+ years; youth empowerment (Learn 2 Lead) • Method of mobilising and sustaining social action – annual Dragons’ Den (dependent on income generation project) • Means of sustainability – Community Interest Company; Physical community building or renewable energy or other opportunity. • Skills - A community and residents who have developed their skills. <p>Ultimately our legacy will contribute to the four Big Local outcomes: As residents of Radstock and Westfield we will be able to continue</p>		

<p>identifying our own local needs, we will have the skills and confidence to prioritise our needs and take action to address them, and we will feel that our community is continually improving, making a difference and is a great place to live.</p> <p>Thanks given to RW for his report.</p> <p>JM-It would be useful to have a real costing for Dragon’s Den, to ensure it continues into the future. RM requested RW keep a log of time spent, volunteers needed, rental of venue, food etc for the next Dragon’s Den event to enable a full costing of the event.</p> <p>Next steps: A timeline of next steps discussed. The legacy statement will be discussed with the Partnership in March for approval. In the meantime, RW will complete a desktop study of stats and consultations, then we will develop themes and actions to be proposed for Plan 3. RW highlighted that a full discussion is needed. JM highlighted that work in the future in plan 3 is also needed in the legacy statement. RM – include COVID response, that shows we are responsive. RH-this showed our community response to an emergency situation.</p> <p>The Legacy statement now needs to go to the partnership and be completed before the end of Nov 2021. JM – The legacy statement can be part of the plan and submitted together. RW & RM strongly feel we should stick to the current deadlines and not extend if possible.</p>		
<p>9. Finances</p>		
<p>JWG- reported on the financial situation. Local Trust still need to release the core funding. Despite communications from JWG, Local Trust have not responded. Paperwork was submitted in November 2020, adjustments that were requested were made in December 2020, but there has still been no response or feedback from Local Trust. JWG reported that this continued lack of response and release of core funding, will impact on finances in the coming months. JM to follow this up.</p> <p>RM – happy with finance report, but not happy or confident with Local Trust. RM to attend chairs meeting later today(18th Feb) and will bring this point up.</p>	<p>JM</p>	<p>URGENT</p>

10. AOB		
<p>Local Trust events and workshops can be found on https://localtrust.org.uk/big-local/events/ highlighted and noted.</p> <p>RW- Accounts – information being prepared for tax return.</p> <p>RW – Village Halls – contacted to assess need. One organisation is unhappy with providing the information requested re: finances. RH-questioned why we are asking for this information when just making initial contact. RW-This information was requested in order to potentially provide funding or support etc in the future.</p> <p>RW- Waterside Valley – RM & RH declared their conflict of interest in this item (RM does not contribute in Westfield Parish Council meetings for this item. RH is an observer/non voter on Westfield Parish Council for this item) This land is up for sale. Westfield Parish Council have been in contact with Big Local for possible financial assistance to purchase the land. Timescale to be requested from Westfield Parish council. Discussion followed re: timescale and how to manage this. RM- we need to request more information from Westfield Parish re: size of the land etc. RH-gave an overview of the history behind this land and how this links Radstock and Westfield communities. The intention is to have this as a community meadow and asset. RM-we are at the early stages with this. JWG-Is it worth contacting Local Trust with regards to this opportunity and releasing of funding is this proceeds? JM- commented that he does not think that speed would be possible. JWG- suggested making a plan and submitting to local trust, with agreement to settle. What can't happen is that Westfield Parish Council buy the land and then come to Big Local. We need to put this in process. JM- Local Trust will need a full proposal from Westfield parish Council, in order to make an application. RW to contact Westfield parish Council clerk for a proposal, to get a timescale and ideas behind the purchase of the land.</p>	RW	
Dates for the diary:		
<p>CIC board meetings: Via Zoom, Thursdays at 9.30am Thursdays –March 18th, April 15th, May 20th, June 17th, July 15th, August 19th, September 16th, October 21st, November 18th.</p> <p>Partnership meetings: Wednesdays 10.30 to 11.30am March 10th , May 12th , July 14th , Sept 8th</p>		
Meeting closed at 10.40am		
Signature..... Date.....		