

Minutes of Radstock and Westfield Big Local CIC Meeting 15th April 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>		
<p>There were no declarations of interest.</p>		
	Person	Action Date
<p>3. Approval of previous minutes</p>		
<p>Minutes from meeting held on 18th March 2021 were noted and approved.</p>		
<p>4. Actions from previous minutes</p>		
<p>Action Log looked at and discussed. 4.1 Ongoing 4.6 Ongoing. Still awaiting reports from 2 organisations, RW continues to follow up. 5.1 RW, RM and JM met to discuss housing survey. Conclusion – it is not a priority and Big Local will not go ahead with the housing survey. ACTION: RW to report to Hope House. No further action will be taken. JM commented that planning laws will be changing re: developing previous business premises to residential. 7.1 RW reported on communications with Community Food Network (Alex Davies) including options to ensure Radstock and Westfield residents access. RW also reported on a meeting that took place with Community food Network, BANES organisation and the Food Bank. RW then went on to give additional information on other local projects providing similar support in the area. Lengthy discussion followed: There are lots of projects locally. Foodbank are regulated by Trussell Trust and have strict guidelines to follow. Community food network have not provided clear answers to the questions asked regarding their project. JM- Food needs are different to food poverty. RM- joint working with the Food Bank is important for these projects. RH- commented that the Food Bank are established in the area and do a good job, and should be supported.</p>		

<p>MM- agreed with RH comments. Also, the other projects that are coming up, regarding food, will need to show how they intend to be sustainable.</p> <p>RM -Community Food Network have an outstanding application and we need to decide:- Do we support this, subject to the additional information asked for? Or, do we say no, as this project is not sustainable into the future?</p> <p>JM- they need to give clear answers to our questions, and need to give a solid proposal for ‘Who the intended recipients are.’ They must be Radstock and Westfield residents.</p> <p>RM -We also need evidence of how joint working will take place with other local organisations, including the Food Bank.</p> <p>8.4 JM- continues to investigate. RW reported we have a draft legacy statement.</p> <p>9.1.1 RM- met with Tynning together group via zoom, progress of the groups discussed.</p> <p>9.1 JM -has flagged up the difficulties being experienced with Local Trust admin. RM has also raised this at national meetings.</p>		
<p>5. Hope House</p>		
<p>The new building works continue to progress.</p> <p>RM- We are now at the point where we need to develop a memorandum of understanding, and need to contact Hope House regarding this.</p> <p>JWG- The Partnership also need to be involved in this. There are stipulations in the grant agreement.</p> <p>RW to contact Hope House for information on future plans/vision for the space.</p>	<p>RW</p>	
<p>6. Projects</p>		
<p>Small Fund – RW reported that £350 has been awarded so far. A discussion followed regarding how to make the funds more accessible.</p> <p>The criteria is quite rigid. Should we relax this to allow other applications, as this is a replacement for Dragon’s den?</p> <p>RM - Should we look at the bottom end for small funds, to enable access to smaller projects? Also, look at the larger organisations. This will need to be monitored to see where the applications and enquiries are coming from.</p> <p>JWG- Could we ring fence money distribution?</p> <p>RM- This will help to ensure smaller projects will be able to benefit.</p> <p>MM- We should also sign post people to other funding streams that may be more appropriate for their needs.</p> <p>Discussion followed re: charities and local funds distribution.</p> <p>RW- We do signpost people to other funding.</p> <p>ACTION : RW-Will look at the information discussed and make a proposal to circulate to the Board.</p> <p>RW- has been in touch with all schools in the local area. A deadline</p>	<p>RW</p>	

has not been set at present, but maybe we need to set one.		
7. Plan 3		
<p>RW- shared and explained points on Plan 3 supporting document, which was circulated prior to the meeting.</p> <p>JM- discussed the longevity of the CIC. He also made the point that the plan needs to be as flexible as possible, so if future opportunities arise, we can respond.</p> <p>RM- Discussed the original thinking behind setting up the CIC. The CIC could continue with volunteers, which will happen if there is no further funding obtained.</p> <p>JM- The CIC could become dormant after 2025, until further funding can be sought, but this is not ideal.</p> <p>RH- Feels going into dormancy is not an option, and we need to seek funding.</p> <p>Running our own projects was discussed as an option.</p> <p>RW- If we start running our own projects, we would need more staff.</p> <p>JM- gave information on other Big Local projects and funding that was applied for to support these.</p> <p>RH- could we have a rough costing of having additional staff?</p> <p>JM- You will need to be clear about:</p> <ul style="list-style-type: none"> • What is the need for additional staff? • What is the benefit to the community? • What are the long term proposals and investment? <p>RW- discussed further options ie becoming an LTO.</p> <p>MM- Could we link/merge with other local organisations?</p> <p>JWG- What do we do with the rest of the money we have? Can we invest this to provide sustainable income?</p> <p>RH- We need to utilise/invest the money we currently have, to provide longevity.</p> <p>RM gave a summary: CIC to attract future funding. Paid staff. Need to look at income generation. RW & JWG to look at costings for additional staff. ACTION Arrange half day meeting, face to face to discuss the future.</p>	RW	
8. Finances		
Thanks given to JWG for all the work on finances. Finances looked at and agreed.		
9.AOB		
<p>Local Trust events and workshops can be found on https://localtrust.org.uk/big-local/events/ highlighted and noted.</p> <p>JM gave additional information on some upcoming events: April 16th – Zoom meeting – The day after Tomorrow. What will the Big Local be after the Big Local Programme.</p> <p>24th May- 4pm - SW Network Meeting via Zoom.</p>		

