## Big Local | Radstock & Westfield Making the most of £1million

## Minutes of Radstock and Westfield Big Local Management Meeting 20th February 2018

7pm -9pm - The Oval Office, Cobblers Way, Westfield, BA3 3BX

Dave Dixon, Ron Hopkins, Jo Hurst, Julian Mellor, Marlene Morley, Keith Tyrrell, Sarah Westell, Rob Wicke, Jaydean Dawkins, Rhea Morgan, Robin Moss

• Present: Julian Mellor (via skype), Marlene Morley, Robin Moss, Sarah Westell (via skype), Rob Wicke, Ron Hopkins

**Apologies:** Luke Manning

**Chair:** Robin Moss

<ul> <li>Note taker: Angie Seaman-Moss</li> </ul>		
1. Welcome and meeting opened.		
Thanks expressed to Rhea for her contribution to the management, she	e has had t	o step
down.		
2. Approval of previous minutes – 16 <sup>th</sup> January 2018		
Minutes of management meeting held on 16 <sup>th</sup> January 2018 were		
accepted as an accurate record of the meeting.		
	Person	Action Date
3. Actions from previous meeting – 16th January 2018		
13.1 – RW and SW have plans in place to offer support to Dragons'		
Den participants.		
<b>13.2</b> - RW and SW have approached possible Dragons.		
13.3 & 13.4 – Two new possible people were unable to attend this		
evening. There is a need to develop a more robust recruitment		
strategy, as at the moment things are very reactional. This to be		
discussed at ODD meeting.		
<b>13.5</b> - South West Big Local gathering. Approx 30 people attended,		
very positive and good ideas shared. It has been requested that		
similar networking events are held twice a year.		
4. Plan 2	•	1
Sw- reported that the Youth Consultation went well and a thorough		
report has been produced. Thanks given to SW.		
Additional discussions took place around ideas from the Youth		
consultation and points explained, including youth worker.		
RM – requested a breakdown of expenditure for the youth worker		
proposal.		
JM – emphasised the need for real clarity of provision and a clear		
direction for this proposal.		
Plan 2 budget may need revision and a budget line included for youth		
worker funding.		
A lengthy discussion took place and concerns expressed about core		
funding a project.	CVA	
SW to request business plan from Sam Plummer.	SW	

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Plan 2 Youth section budget to be increased to £93k.	RW	
5. Hope House	1	1
Consultancy brief approved. Awaiting dates from NHS England	RM	
regarding their payments to Hope house and therefore timings of	RW	
work.	SW	
Additional concerns were raised and discussed. RM, RW and SW will		
arrange further meetings.		
6. SVFM outstanding work		
Four groups are receiving training and provision being provided was	RW	
	NVV	
discussed. RW will email SVFM.		
7. CIC update		
It was reported that Radstock and Westfield Big Local, is now a		
community Interest Company.		
community interest company.		
8 LTO Update		
RH reported regarding financial and banking arrangements.		
JM offered to attend a meeting with CFH.		
It was agreed that a meeting needs to be arranged with CFH, JM, RH	JM, RH,	urgent
and RM		uigent
aliu rivi	RM	
9. Big Fund and Youth Fund	1	1
Youth fund: application approved by the Youth Council for Youth	RW	
connect. RW will request feedback and detailed report of the		
·		
outcomes.		
10. Finances update		<u> </u>
Finance Report discussed, noted and accepted.		
11. AOB	T	1
<b>Dragons' Den (20</b> th <b>April)</b> — There are 2 applications so far, with	SW, RW	
further interest from other organisations. The Dragons will be Becky		
Brooks(Editor MSN Journal) Anna Parry (Owner The Loft) and Claire		
Wynne Hughes(Executive Quartet Foundation)		
SW & RW to contact Becky from the Journal as well as Somerset		
Guardian to advertise Dragons' Den.		
•		
Suggested this be discussed at ODD to generate additional ideas on		
recruiting further applicants.		
Community Orchard, was discussed including media advertising.		
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RH- Recruiting members to management committee - RH. This was		
emphasised again as a priority.		
	RM	ASAP
<b>RM</b> will email committee members who are not attending.	LIVI	ASAP
JM- Learning clusters- Is working to set up networks for specific topics		
200. And discours to morning to set up networks for specific topics	_1	1

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for Big Locals to learn from each other, and encouraged Radstock and Westfield Big Local to engage more with other Big Locals.  Westfield Parish Council- forthcoming annual meeting RW and SW to attend and give a small presentation.	RW & SW	
RH reported he attends Somer Valley Forum and will report back on anything relevant to Big Local.		
<b>SW</b> - To organise thank you cards for Caroline Green and Rhea Morgan	sw	
Dates for the diary:		
-Management Committee Meetings: Tues, 7pm, Oval Office: 2018 - 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> Aug, 18 <sup>th</sup> Sept, 16 <sup>th</sup> Oct, 20 <sup>th</sup> Nov - <b>ODD</b> : Mon, 9.30am, Oval Office: 2018 - 5 <sup>th</sup> Mar, 2 <sup>nd</sup> April, 7 <sup>th</sup> May, 4 <sup>th</sup> June, 2 <sup>nd</sup> July, 6 <sup>th</sup> Aug, 3 <sup>rd</sup> Sept, 1 <sup>st</sup> Oct, 5 <sup>th</sup> Nov, 3 <sup>rd</sup> Dec.		
Meeting closed at 20.15pm		