

Minutes of Radstock and Westfield Big Local CIC Meeting 17th January 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:** Ron Hopkins, Marlene Morley, Robin Moss, Rob Wicke, Janine Woodward-Grant, Sarah Westell, Julian Mellor (via phone).
- **Chair:** Robin Moss
- **Note taker:** Angie Seaman-Moss

1. Welcome and meeting opened.		
2. Declarations of interest		
Declarations of interest noted. RH- Youth Services		
	Person	Action Date
3. Approval of previous minutes		
Minutes from meeting held on 13 th November 2019 and 4 th December 2019 were noted and approved.		
4. Actions from previous minutes		
4.1 – Articles of association. Paperwork submitted to Companies House, awaiting response.		
4.2 – HMRC – RM reported on progress and discussions so far. Need to investigate charitable status further as an option. Discussion followed re: options and benefits/difficulties.	RM RW	
4.3 – Map - JM reported that this continues to be ongoing.	JM	
4.5 – Bleacher seating -JWG requires the date of purchase and the date this became an asset, for depreciation purposes. SW to provide.	SW	
4.6 – On line banking – Online banking is set up with transaction rights for RW & SW CIC.		
4.6.5 – Quickbooks. This is set up, with a bit more work to do in the future.		
4.7 – Job descriptions. MM, SW & RW still to meet.	MM, RW, SW	
4.8 – RM has had difficulties contacting Radstock Town Council regarding the orchard, and now awaiting for the appointment of a new town clerk.	RM	
4.13 – Health Timebomb article. Article is written from perspective of Big Local Chair and RM contacting the Journal to arrange a suitable publishing date.	RM	
7.1 – Learn to Lead – RW has contacted L2L and is awaiting further information.		
7.2 – Completed		
7.3 - Completed		
8.1 - Completed		

5. Finance Report		
Finance report and discussed, highlighting underspend due to delay in Youth Strand spending. It was emphasised the need to make progress on the Youth Strand, although it was understood that it's not compulsory to spend everything we anticipated in the budget. CIC account discussed in previous item.		
6. Mixed use space/Hope House		
This will be discussed in detail at the meeting arranged for 29 th January 2020, 7pm.		
7. Youth Services		
<p>RW- presented modules from tenders from Off the Record, Mentoring Plus and expression of interest from Youth Connect South West, talking through the module costings and phases of possible delivery. Discussed proposal to begin phase 1 within Norton Hill school, building on the work Learn 2 Lead has started with young people in this area. Their program is in line with R&W Big Local's vision. Individual modules were discussed for phase 2 and how they will fit with the Learn 2 Lead project. Lengthy discussion took place on how to monitor progress made in delivering services.</p> <p>JWG- emphasised the need to link progress monitoring back to what we want to achieve, and the evaluation needs to be ongoing.</p> <p>RM- suggested inviting provider and young people to report on outcomes to Big Local CIC as the project progresses, at a time and place suiting the young people.</p> <p>JWG- suggested contacting Bath Uni and Bath Spa to possibly involve students in monitoring outcomes.</p> <p>RH- asked if it is possible to contact and talk to someone who has experienced Learn 2 Lead and how it went?</p> <p>RM – Summary: We like the model discussed. We understand some risks are involved and the need for monitoring. The funding has been agreed and we want to proceed. We will continue to work on monitoring delivery of outcomes and direct reporting. ACTION: Inform relevant parties and develop a monitoring process.</p>		
8. AOB		
Local Trust events. Will be circulated by RW.	RW	
Dragon's Den 8 – It has been agreed to pay for Facebook advertising for the event. RW SW to set up payment.	RW SW	
Community energy – RM reported on meeting with BCE re: renewable energy. It was stressed the need for community involvement on what could/could not be an acceptable scheme in the area. It was a positive meeting.		

<p>Further discussion took place re: renewable energy. JM- suggested contacting Dave T from Lawrence Weston, who has knowledge of community energy development. RH expressed concern about investing in one company to deliver this project. RM- It is worth exploring this further. ACTION: Bring a set of options to the next CIC meeting.</p> <p>Citizens Advice Bureaux - RM reported on a meeting with CAB Les Redwood and the outcomes and cost. ACTION: Bring more info to the next CIC meeting.</p> <p>Payrise – The payrise has gone through.</p> <p>Current office building – JWG reported, that the Carers’ Centre Board have still had no information from the landlord, and has advised Big Local to be prepared to move. Suggested looking at office space in Mardens and Oval building in Cobblers Way Westfield, where there are thought to be vacant offices.</p>	<p>RW SW</p> <p>RW</p> <p>RW SW</p>	
<p>Dates for the diary:</p>		
<p>CIC board meetings: 1 Riverside Cottages, Radstock, 9.30am – 11.30am: (venue could be subject to change) 2020 - Fridays - 21st February, 20th March, 17th April, 15th May, 19th June, 17th July, 21st August, 18th September, 16th October, 20th November.</p> <p>Partnership meet and mingle meetings: 1 Riverside Cottages, Radstock, 10.30 – 11.30am 2020 - 29th January 2020 (7pm), 11th March, 13th May, 8th July, 9th September, 11th November.</p> <p>Dragons Den - 24th April 2020 5pm Prattens.</p> <p>Local Trust events: Air Pollution and it’s causes - Jan 2020 – London Water Bodies – April 2020 – Venue TBC Lived Environment – June 2020 – Venue TBC</p>		
<p>Meeting closed at 11.30am</p>		