

Minutes of Radstock and Westfield Big Local CIC Meeting 16th June 2022

9.30am via Zoom

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

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

1. Welcome and meeting opened. Meeting was quorate.		
2. Declarations of interest		
There were no declarations of interest		
	Person	Action Date
3. Approval of previous minutes		
Minutes from meeting held on 19 th May 2022 were noted and approved.		
4. Actions from previous minutes		
Action Log looked at and discussed. 4.1 This item is left as ongoing, for future needs if required. 4.6 RW continues to chase up reports. 6.1 see agenda item 6 - RW reported on the Radstock foodies club.		
5. Business Plan		
RW will continue work on this in the coming months, as current work is focused on The Foodies Club and Dragons Den event.		
6. Radstock Foodies Club		
RW reported on the Radstock foodies club. We have taken on the club from 1 st June, in partnership with Radstock Town Council. RW has attended the club each week and is developing ideas with the volunteers for the clubs continuation and fundraising/project enhancements opportunities. The project is going well. Discussion followed re: use and need.		
7. Projects		
Health: Hope House centre build is progressing well. There is one payment left to make. Resilience: Dragons Den – Whisty Hall on 1 st July. RW reported there are 10 applications and 2 further possibles. Catering to be provided by Swallows. Methodist Church – Radstock Town Council are still working on a plan and there is no further information to report.		

Big Investment Project and Leigh House – RM reported on discussions with Leigh House Trustees. There are covenants on the building, which could limit the potential value of the building.

A building survey would be needed as well as an evaluation. Work needs to be done on what the building/space could be used for.

JM-Explained how we could potentially apply to the community opportunity fund and how this can be used to support this project.

JM emphasised the need to scrutinise the accounts and how the current charity is organised and running.

RM will follow this up.

Further discussion followed and legal advice will be sought.

RM

Summary:

Due diligence process, including accessing advice from local trust.
 Appoint a surveyor.
 Arrange a visit on 1st July to look at internal arrangement/organisation.
 Legal advice from local trust.

Traders: - RW reported on current proposal from traders. Discussion followed and RW will report back to traders.

8. Finances

Finances discussed

Partnership account:

Big Local Monthly Report				
Month:	May-22			
Area of Work	Spend to Date	Budget Feb 22 - Sept 24	Remaining	Notes
Health and Wellbeing	£ -	£ 9,000.00	£ 9,000.00	
Hope House	£25,000.00	£ 50,000.00	£ 25,000.00	
Young People	£ 1,000.00	£ 25,000.00	£ 24,000.00	
Resilience	£ 3,788.66	£ 53,000.00	£ 49,211.34	<i>Includes Small Grants</i>
Capacity Building	£12,650.70	£193,000.00	£180,349.30	<i>Salaries etc</i>
TOTAL	£42,439.36	£330,000.00	£ 287,560.64	

- CIC account (as of 10TH June 2022) - £2,508.41
 - Debit card spend (13th May to 10th June '22) – £14.30
- Financial recording system in process of being set up on Quickbooks for income from Foodies Club and other sources.

Finances agreed.

Agreed to engage Waldrons for Tax return/accounts.

9. Local Trust

JM reported on the changes in local trust support and how it affects our Big

<p>Local.</p> <p>JM role with us finishes in August 2022. A regional co-ordinator will be our main point of contact once the person is in post. It will be down to Radstock and Westfield Big Local to be proactive in finding out what is going on and what is available once JM finishes.</p> <p>RM- Disappointed that there has been no communication from local trust about this reorganisation.</p> <p>MM- Requested we apply for an extension of JM time until October 2022, as we have 2 big projects on the go, both at crucial points.</p> <p>JM- will write to local trust and RM will confirm this.</p>	JM & RM	
10. AOB		
<p>Local Trust events and workshops can be found on https://localtrust.org.uk/big-local/events/ highlighted and noted.</p> <p>Big Local connects event in Nottingham 23rd and 24th September Our Bigger Story event in Birmingham 14th and 15th October RM has expressed an interest to attend both the above events.</p> <p>The community show – SVFM is progressing towards launch.</p> <p>Zoom account- RW notified that Local Trust are stopping the zoom accounts. Discussion followed re alternatives.</p> <p>Reminder of RW work mobile number 07901950114</p>		
Dates for the diary:		
<p>CIC board meetings for 2022: Via Zoom, Thursdays at 9.30am unless otherwise stated: Thursdays- July 21st, Aug 18th, Sept 15th, Oct 20th, Nov 17th.</p> <p>Partnership meetings for 2022: Next meeting TBC</p>		
<p>Meeting closed at 10.50am</p> <p>Signature..... Date.....</p>		