

Minutes of Radstock and Westfield Big Local CIC Meeting 16th February 2024
9.30am via Zoom

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

- **Present:** Rob Wicke, Ron Hopkins, Marlene Morley, Robin Moss, 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. Reminder given that declarations can be made throughout the meeting if necessary.		
	Person	Action Date
3. Approval of previous minutes		
Minutes from meeting held on 19 th January 2024 were noted and approved.		
4. Actions from previous minutes		
4.1 Investigate options for charitable status/arm – ongoing 5.6 Ensure worker contract fit for purpose - ongoing 5.1 Update contract – job description – ongoing RM explained the situation with items 5.6 and 5.1. RM,RH&MM are to meet with 3SG re; worker contract. RW questioned if salary was to be backdated to January. RM confirmed. This will also be discussed in agenda item 6.		
5. LTO		
RW reported. We have drawn down the next tranche of funds from Local Trust, to cover 6 months.		
6. Projects		
RW Reported: Resilience Green Spaces – MM reported from Partnership meeting. There is a lot of support from the Partnership re: Little Lost Robot project. Other projects now being looked at for potential funding are Tying and Writhlington Parks, with other possible parks to consider. RW- reported on the complications from St. Nicholas church in decision making, which is the reason for looking further afield to invest in Green Spaces. JWG offered to make further enquiries to the church. Sustainability: - RW reported. TT met with 3SG to help them understand our sustainability aim and how they can be involved by employing the worker and developing the continuation of the worker role in the area beyond the Big Local programme, along with how		

the process can be carried out. TT has offered dates to meet with MM & RM to bring them up to speed and make a plan of action. It was advised that separate HR support should be actioned for 3SG and us to support this process. Board members have been invited to attend a 3SG meeting in March, RW will forward email contacts to 3SG.

Small Fund: - RW reported

The Partnership have approved the LTO recommendation to provide grants to Norton Radstock Swimming Club and Westfield Sports and Community Centre.

Children & Young People:

Learn to Lead's discussion with Writhlington Combined Cadet Force regarding creating a bespoke programme for 2024, is underway with a proposal expected soon.

The Partnership working group are putting together a proposal, for funding infrastructure and business development elements of the Little Lost Robot CIC project taking place in the old print works buildings.

Dragons Den- RW reported.

We now have 8 pitchers for this event, and just need a minimum of another 4.

7. Finances

Finances discussed

Partnership Spend from phase 2 (includes payment 2 and remainder of payment 1) as of 09.02.2024.

14th Jan 24 to 13th July 2024

Theme	Project	Total Alloc	Total Spen	Total Left
Health	Dden/Small	0	0	0
C+YP	L2L	5000	60	4940
	Dden/Small	1000	0	1000
Resilience	Skills for org	1000	300	700
	Dden/Small	0	0	0
	Upscale Proj	0	0	0
	Dden/Small	1158.3	0	1158.3
	Green Space	15000	0	15000
Delivery	CIC investment and worker	21,267	21267	0
	Redundancy	0	0	0
	Contingency/pay inc	5,130	190.08	4939.64
		49555.02	21817.08	27737.94

<ul style="list-style-type: none"> • CIC bank account as of 09.02.24: £53,215.88 ❖ Partnership (restricted): £27,737.94 ❖ Grant for CIC operating costs (restricted): £18,116.62 ❖ CIC LTO 5% (currently restricted): £2,235.70 ❖ CIC (unrestricted): £5,125.62 <ul style="list-style-type: none"> • Debit card spend 13th Jan to 9th Feb: £14.65 <p>Finances agreed.</p>		
8. Policies and Procedures		
There were no policies and procedures to review.		
9. AOB		
<p>Local Trust events and workshops can be found on https://localtrust.org.uk/big-local/events/</p> <p>RM & ASM will be attending the Our Bigger story event on 1st March in Chesterfield.</p> <p>There was no further AOB.</p>		
Dates for the diary:		
<p>CIC board meetings in 2023: Via Zoom, Fridays at 9.30am unless otherwise stated... Mar 15, Apr 19, May 17, June 21, July 19, Aug 16, Sept 20, Oct 18, Nov 15</p> <p>Partnership Meetings in 2023: Hybrid-Zoom and at Wellbeing Space. Fridays, 1.30pm to 2.30pm...Feb 23, Mar 29, Apr 26, May 31, June 28, July 26, Aug 30, Sept 27, Oct 25, Nov 29</p>		
<p>Meeting closed at 09.55am</p> <p>Signature..... Date.....</p>		