

**Minutes of Radstock and Westfield Big Local CIC Meeting 21<sup>st</sup> June 2024**  
**9.30am via Zoom**

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

- **Present:** Rob Wicke, Marlene Morley, Robin Moss, Janine Woodward-Grant, Ron Hopkins, Jon Fisher.
- **Chair:** Robin Moss
- **Note taker:** Angie Seaman-Moss

<b>1. Welcome and meeting opened.</b> Meeting was quorate.		
<b>2. Declarations of interest</b>		
There were no declarations of interest. Reminder given that declarations may be given on items during the meeting if necessary.		
	<b>Person</b>	<b>Action Date</b>
<b>3. Approval of previous minutes</b>		
Minutes from meeting held on 31 <sup>st</sup> May 2024 were noted and approved.		
<b>4. Actions from previous minutes</b>		
5.6, 5.1 ongoing		
<b>5. LTO</b>		
RW reported - Hope House have provided a draft amended deed of adherence (which was circulated to directors) regarding the Wellbeing Space, as they are putting new partners onto their agreement. We had earlier indicated that we would then either accept "as is" or make other proposals. It appears they are referencing Carers' Centre, rather than our CIC (we were assigned the rights 11.08.23). Discussion followed.		
<b>6. Projects</b>		
<p><b>Future Planning:</b> RW and MM reported.                  A meeting with the Partnership was held on 11<sup>th</sup> June. A Report was circulated with a proposal for allocation of remaining unallocated funds to sit within the Resilience category in the budget, to be drawn down by Feb 2025. If approved we will notify Local Trust.                  A further future planning meeting (hopefully mid-July) will build on what was discussed, and cover a number of key questions regarding our future purpose, capacity and motivation, structure, and area.                  A discussion followed regarding the relationship between the Partnership and the CIC.                  JF reiterated that the CIC is the accountable body for the Partnership and it is important that both the partnership and CIC remember this.</p> <p><b>Our Bigger Story:</b> Our bigger story visited on Thurs 6<sup>th</sup> June. RM, RW, LC, SH were interviewed. There were reflections on the Big Local process, what community-led means, how moving forward etc. They filmed at Westhill park</p>		

(outdoor gym), the Radstock orchard, and Radstock Methodist church. This is the final year of Our Bigger Story, and we will await their final report. RM suggested sending a letter to thank them for their work also to ask if this can continue as a longitudinal study for 5-10 years, to see the long term impact/benefits. This to also go to local trust. RW to draft a letter.

## 7. Finances

Finances discussed

**Partnership budget for amount we currently hold as their LTO (for spend 24<sup>th</sup> April to July):**

**Budget 24<sup>th</sup> April to July 2024**

Theme	Project	Total Allocated	Total Spent	Total Left	
Health	<b>Playpark toilet and changing rooms</b>	0.00	0.00	0.00	
C+YP	<b>LLRobot</b>	20,000.00	5,000.00	15,000.00	Committed
	<b>Learn to Lead</b>	2,940.00	350.00	2,590.00	
Resilience	<b>Skills for orgs</b>	0.00	0.00	0.00	
	<b>Dden</b>	1,000.00	1,000.00	0.00	
	<b>Upscale Projs</b>	0.00	0.00	0.00	
	<b>Small Fund</b>	2,328.14	500.00	1,828.14	
Delivery	<b>Green Spaces</b>	8,500.00	8,500.00	0.00	
	<b>CIC investment and worker</b>	24,125.00	24,125.00	0.00	
	<b>Redundancy</b>	0.00	0.00	0.00	
	<b>Contingency/pay inc/comms</b>	60.00	3.75	56.25	
	<b>UPDATED 14.06.24</b>	<b>£58,953.14</b>	<b>£39,478.75</b>	<b>£19,474.39</b>	

- CIC bank account as of 14.06.24: £59,907.47
- ❖ Partnership (restricted): £19,474.39
- ❖ Grant for CIC operating costs (restricted): £30,895.96
- ❖ CIC LTO 5% (restricted): £2,545.28
- ❖ CIC (unrestricted): £6,991.84
- Debit card spend (sundries) 15<sup>th</sup> May to 14<sup>th</sup> June: £14.75

**Finances agreed.**

Company Accounts – Waldron Partnership quoted £480, RW recommended to approve this amount. All agreed.

Spendout Plan was circulated to directors. RW has added the unallocated funds.

## 8. Policies and Procedures

There were no policies to review at this meeting.

<b>9. AOB</b>		
<p>Local Trust events and workshops can be found on <a href="https://localtrust.org.uk/big-local/events/">https://localtrust.org.uk/big-local/events/</a></p> <p>MM- Suggested a meeting date arranged for discussion regarding structure and direction for Future structure.</p> <p>JWG- 3SG sent a message re: TUPE with questions that need to be answered. Discussion regarding this message followed.</p> <p>RM-Summary – We need to meet and discuss this correspondence from 3SG. After this meeting, then arrange a discussion with 3SG.</p> <p>RM will email a reply to 3SG.</p>	<b>RM</b>	
<b>Dates for the diary:</b>		
<p><b>CIC board meetings in 2023: Via Zoom, Fridays at 9.30am unless otherwise stated...</b>                  July 19, Aug 16, Sept 20, Oct 18,                  Nov 15</p> <p><b>Partnership Meetings in 2023: Hybrid-Zoom and at Wellbeing Space. Fridays, 1.30pm to 2.30pm...</b> June 28, July 26, Aug 30, Sept 27, Oct 25, Nov 29</p>		
<p>Meeting closed at 10.10am</p> <p>Signature..... Date.....</p>		