

Minutes of Radstock and Westfield Big Local CIC Meeting 30th May 2025
9.30am via Zoom

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

- **Present:** Rob Wicke, Marlene Morley, Robin Moss,
- **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		
No declarations of interest. All reminded that declarations of interest can be made throughout the meeting if appropriate.		
	Person	Action Date
3. Approval of previous minutes		
Minutes from meeting held on 2 nd May 2025 were noted and approved.		
4. Actions from previous minutes		
Actions 5.6, 5.1 & 3.3. All these items to be covered with future meetings with 3SG. 5.1.2 – RW – On close out procedures, we no longer require 8 people in the Partnership to approve decisions. A lengthy discussion followed discussing the role of the partnership and future plans. It was agreed that further discussion is needed on this item.		
5. LTO		
Worker The next steps with 3SG and Partnership. 5.1- MoU 3SG have sent a draft of this document to our committee for discussion. RM- There are some points that need to be clarified, and these need to be raised with 3SG. Once this is done, we need a professional opinion. 5.2- Worker Pay RM- before a decision can be made, we need to check the % increase uplift for 3SG. RW to set up a meeting with 3SG to discuss MoU and Worker Pay. Thanks given to 3SG for their work.		

6. Projects

RW Reported.

Impact assessment: This document was shared with the Partnership and Directors. RW has received some comments/feedback from the Partnership.

RM – we need to arrange a meeting with the Partnership and CIC, to look for a sign off of this document.

Joint meeting to be held on 26th June 2025 12.30pm at the next partnership meeting.

Small + Big Fund: £20-£30k left.

Partnership have voted to prioritise supporting food security locally. There is a small amount available for the Small Fund.

RW has spoken to Swan & Swallows, and visited Connections.

Loan: This item needs to stay on the agenda. We need to look at where to invest this money.

7. Finances

Finances discussed

Partnership budget for amount we currently hold as their LTO:

14th January 2025 – 31st March 2026

Theme	Project	Total Allocated	Total Spent	Total Left	
Health	Park Improvements	10,000.00	0.00	10,000.00	Committed
C+YP	Little Lost Robot	10,000.00	5,000.00	5,000.00	Committed
Resilience	S/B Fund	22,865.77	12,220.00	10,645.77	
	Dden 12	10,500.00	5,051.43	5,448.57	Committed
	Dden 11	1,189.00	1,189.00	0.00	
Delivery	Worker/CIC	56,875.00	13,918.39	42,956.61	Committed
	Redundancy	6,000.00	0.00	6,000.00	Committed
	Contingency/pay inc/mngt/CIC cost	16,544.45	0.00	16,544.45	
	UPDATED 27.05.25	133,974.22	37,378.82	96,595.40	

<ul style="list-style-type: none"> • CIC bank account as of 27.05.25: £113,281.15 ❖ Partnership (restricted): £31,094.34 ❖ Grant for CIC delivery costs (restricted): £65,501.06 ❖ CIC LTO 5% (restricted): £4,243.85 ❖ CIC (unrestricted): £12,441.90 • Debit card spend (sundries+office+DDen) £82.26 <p>Finances accepted and agreed.</p>		
8. Policies and Procedures		
There were no P&P's to review.		
10. AOB		
Local Trust events and workshops can be found on https://localtrust.org.uk/big-local/events/		
These workshops seems to be continuing.		
Dates for the diary:		
<p>CIC board meetings in 2025: Via Zoom, Fridays at 9.30am unless otherwise stated... Jun 20th, Jul 18th, Aug 15th, Sep 19th, Oct 17th, Nov 21st</p> <p>Partnership Meetings in 2025: Final Thursday of each month. 12.30 to 1.30pm Jun 26th, Jul 31st, Aug 28th, Sep 25th, Oct 30th, Nov 27th</p> <p>Joint meeting with Partnership and CIC - 26th June 2025 12.30</p> <p>Local Trust "We are Big Local" Friday 27th March 2026, Birmingham (3 places reserved)</p>		
Meeting closed at 10.15am		
Signature..... Date.....		