

Minutes of Radstock and Westfield Big Local CIC Meeting 20th September 2024

9.30am via Zoom

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

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

1. Welcome and meeting opened. Meeting was quorate.		
2. Declarations of interest		
RM & RH declared an interest in agenda item 6 Big Fund related to Westfield Parish Council. JF- RM & RH will not be part of any decision making process for that item. Reminder given that declarations may be given on items during the meeting.		
	Person	Action Date
3. Approval of previous minutes		
Minutes from meeting held on 16 th August 2024 were noted and approved.		
4. Actions from previous minutes		
5.6, 5.1 Discussions are ongoing		
5. LTO		
RW reported; RW highlighted documents for directors to read and check, to ensure they are familiar/understand the close out procedures. <ul style="list-style-type: none"> • As per Local Trust guidance, we should aim for all grants to be spent and reported on by Sept '25. JF-this has been set by Local Trust. • As per Local Trust rules, all grants must be spent and reported on by March '26. • See Local Trust guidance/rules on close out: Close out and move on from Big Local - Local Trust • Spend risk register + money countdown spreadsheets shared (living documents). Spend Risk Register and Close Out Spend.xlsx Discussion followed regarding all points above.	all	
6. Projects		
RW Reported; Future Planning: meeting 2 tba. This meeting is set to discuss what next after close out in 2026.		

Small Fund: Awaiting an improved application from Natural Theatre.

Big Fund: Anticipating an application from Westfield Parish Council. RW explained progress so far.

JWG- We need assurance of possible additional costs and funding from Westfield Parish council. RW to contact WPC for these assurances.

Dragons' Den 11: RW gave an update and reported there are 7 applications so far. RW is exploring potential dragons and asked for any ideas. JF suggested maybe approaching a previous winner to be a dragon.

Little Lost Robot CIC: 1st official report has been received and circulated.

RH- expressed concern regarding the number of people engaged in the project.

MM-asked for information on the link with the gardening project and Radstock in Bloom and how that is going.

JWG-commented that Avon Wildlife Trust have been doing work locally, which might be a useful link to pass on to LLR.

MM-asked- How well known is the project locally? RW informed that there is information of Facebook, Youth Connect South West and The Wheel.

Foodies Club: RW reported that Mercy in Action, who took over the Foodies Club, have moved away from Radstock. Radstock users can now use the Peasdown one. BANES have picked this up to look at how we can come up with a plan to work on this situation. Discussion followed.

7. Finances

Finances discussed

Partnership budget for amount we currently hold as their LTO:

Budget 13th July '24 to January 2025

Theme	Project	Total Allocated	Total Spent	Total Left
Health	Park Improvements	15,500.00	0.00	15,500.00
C+YP	LLRobot	10,000.00	0.00	10,000.00
	L2L	2,290.00	0.00	2,290.00
Resilience		0.00	0.00	0.00
	Dden	10,500.00	0.00	10,500.00
		0.00	0.00	0.00
	Small/Big Fund	7,925.01	1,879.00	6,046.01
	Green Spaces	0.00	0.00	0.00
Delivery	CIC investment and worker	24,125.00	24,125.00	0.00
	Redundancy	0.00	0.00	0.00
	Contingency/ pay inc	0.00	0.00	0.00
		70,340.01	26,004.00	44,336.01

<ul style="list-style-type: none"> • CIC bank account as of 16.09.24: £99,037.93 ❖ Partnership (restricted): £44,336.01 ❖ Grant for CIC operating costs (restricted): £42,490.74 ❖ CIC LTO 5% (restricted): £4,499.53 ❖ CIC (unrestricted): £7,711.65 • Debit card spend (sundries) 10th August 10 16th September: £23.39 <p>Finances agreed.</p>		
8. Policies and Procedures		
There were no policies to review for this agenda item.		
9. AOB		
Local Trust events and workshops can be found on https://localtrust.org.uk/big-local/events/		
RW- Locality meeting in Manchester on 12 th and 13 th November, RM to attend.		
Dates for the diary:		
<p>CIC board meetings in 2024: Via Zoom, Fridays at 9.30am unless otherwise stated... Oct 18th , Nov 15th</p> <p>Partnership Meetings in 2024: Via Zoom. 12.30 to 1.30pm Sept 27th , Oct 25th , Nov 29th</p>		
Meeting closed at 10.05am		
Signature..... Date.....		