

**MINUTES RBL PARTNERSHIP MEETING
TUESDAY 5TH JANUARY 2016 – ARNCLIFFE CENTRE AT 6.00 PM**

Present

Amanda Caldwell
Peter Edwards
Rich Richardson
Catherine Richardson
Mags Bryson

Angela Peaker
Christine Beal
Helen Thompson
Craig Weston

Apologies

Darren Burton, Danny Leech, Emma Woods-Bolger

1. WELCOME

The chair welcomed everyone to the meeting. Conflict of interest forms have been completed by the new members and the chair reminded current members to complete a new form if their conflict of interest status should change.

The chair suggested that partnership members compile a brief biography about themselves along with a photograph to add to the website. **Action: Members to email a biography to Angela**

2. MINUTES OF PREVIOUS MEETING

The minutes of the meeting of 26 November 2015 were approved.

3. SUB GROUP UPDATES

(a) TIMELINES AND EVENTS:

(i) BIG EVENT

Discussion took place about the Big Event which has been held for the last 3 years. After some consideration it was decided not to hold this in 2016. However this would be reviewed again in 2017.

Other ideas for events were discussed and it was agreed that it may be worth looking into the possibility of having a presence stall at the next Totally Locally market in April. Another suggestion was that of a walk around the area with a get-together afterwards at a local venue. **Action: Peter to contact Leslie Adams, organiser of Totally Locally events**

(ii) COMMUNITY SMALL GRANTS

A date for the launch of the next round of Community small grants has not yet been decided but envisaged that this may be in the summer. It was agreed that it would be beneficial to review the procedure before the next round. Mags will draw up some suggestions for the meeting in March. An application will need to be made to CFFC for the funding for April 2016 to 2017.

Action: Mags to draw up some suggestions for the meeting in March

(b) VOICE YOUR CHOICE

The deadline for proposals is 17 January 2016 with voting to take place in March. Danny has been in touch with the schools regarding the voting process for children and is still awaiting a reply from two. Early indications are that there may be around nine bids with a further two or three being possible and the funding requested is expected to exceed the £65,000 allocated.

It was agreed that the RBLP Confidentiality and Data Protection Policy be circulated as new members have joined for approval at the next meeting. **Action: Angela to email document around.**

(C) COMMUNITY SMALL GRANTS

There were two rounds of funding in 2015. Three of the projects receiving funding in March have been completed and the remaining projects will be followed up. A progress report will be requested from the groups who received funding in July. If any of these projects have been affected by the flooding this will need to be taken into consideration. A total of £15,650 has been awarded and there remains £4350 of funding. **Action: Mags to follow up outstanding projects and obtain progress reports**

(D) MARKETING AND ENGAGEMENT

RBLP now have a main contact at the Brighthouse Echo. The brownies have recently been to The Deep and a report on this should soon be in the local press.

The first website training session has been arranged for 14th January 2016 at the Arncliffe Centre from 6.00 pm until 7.00 pm with further dates yet to be confirmed.

(E) TREASURERS REPORT

The RBL bank account has now been amended to reflect the new treasurer. The current balance is £757.22. A Rastrick Big Local Financial Procedures document was adopted in July 2015 for the period of 23 October 2014 to 22 October 2015. This document is to be updated to reflect the second round of funding for the period of 23 October 2015 to 22 October 2016.

Action: Angela to amend financial procedures document

4. LTO UPDATE INCLUDING FINANCES

Apologies were received from the LTO who were unable to attend the meeting due to the amount of work they are currently undertaking with the flood fund. An invoice has been presented in relation to work carried out on the VYC project between 5th August and 31st October which is outside the contract

period. As there is insufficient funds in the RBL account we will ask CFFC to pay this and hope to be able to cover any later invoices from another budget heading.

5. BIG LOCAL REP UPDATE

Helen took part in the discussion about the engagement plan review and advised that at any future events it would be worthwhile getting residents views which could be incorporated into the plan. Obtaining views could be either in on-line or off-line ways.

Helen also commented that the fact that a decision had been made not to hold the Big Event this year and that the criteria surrounding the next round of Community Small grants was to be reviewed are factors which should be included in the new plan.

6. ENGAGEMENT WORKER UPDATE

Danny was unable to attend the meeting. However as his work is primarily around Voice your Choice an update on this is given under section 3(b).

7. TIME AND VENUE FOR NEXT MEETING(S):

The next meeting will be on Monday 8th February at the Arncliffe Centre.

8. ANY OTHER BUSINESS

8.1 Clear Statement as to RBL's purpose

At the strategy meeting at the end of December it was agreed that RBL needed to agree on a clear statement as to the purpose of RBL. Three statements have since been produced.

1. A resident led organisation that is working to improve the quality of life in Rastrick for as many people as possible.
2. A resident led organisation that is enabling Rastrick residents to invest in their community and make a substantial and lasting improvements to local life.
3. A resident led organisation that enables local people to invest in Rastrick to make a lasting difference.

The above points were discussed at this meeting and the partnership agreed on point 3.

8.2 Engagement plan review

A "ladder of involvement" was discussed at meeting with the focus being on the following points:

1. Voice Your Choice
2. Community Small Grants Fund
3. Providing information about what the community offers
4. Increasing knowledge and skills within the community

5. Identifying, encouraging and promoting existing communities of interest
6. Strategic work to develop role of RBL and maximise our resources for the future

Discussion took place around the above points with Voice your Choice being the main topic. Some suggestions on how we may use this activity to engage were as follows:

- include a question on the voting forms to elicit views and use voting boxes to collect views
- promote the vote. Offer a cash prize for those who have encouraged two or more people to vote
- promote voting events where people meet – ie sheltered housing/meetings
- be clear about what is expected from recipients of funding

Point 2 covering Community small grants was discussed and it was felt important that people who received funding should promote Big Local.

Regarding the website the question was asked whether local schools could be involved by providing something they have produced. In this respect a road safety video has been made of the locality which could be added to the website.

It was also felt that it would be worthwhile having another headteacher from a local school on the partnership and also a suggestion that perhaps the school councils could give their opinion on the new plan. **Action: Mags will contact Field Lane school/Rich to email suggestions for improving engagement**

8.3

RBL has received an email from a local resident suggesting that a donation be made to the local flood appeal for the wider Calder Valley area. As CMBC has funding available to help those affected and the fact that the funding received by RBL is for use in the Rastrick Community it was agreed that it was not appropriate to donate to this fund. **Action: Peter to reply to resident**

9. CLOSE