

**MINUTES RBL PARTNERSHIP MEETING
THURSDAY 9th JULY 2015 ARNCLIFFE CENTRE 6.00 PM**

Present

Colin Meredith (Chair)
Max Lambert
Danny Leech
Rich Richardson

Peter Edwards
Helen Thompson (Big Local Rep)
Christine Beal

Apologies

CFFC, Mags Bryson, Darren Burton, Catherine Richardson, Julia Goldspink, Lorraine Walker

Minutes: Angela Peaker

1. WELCOME

The chair opened the meeting.

2. MINUTES OF LAST MEETING OF 4th JUNE 2015 and MATTERS ARISING

Brief discussion took place about the website which is detailed further in section 3(E).

The minutes of the last meeting were then approved.

3. SUB-GROUP REPORTS

(A) REPORT FROM WORKING PARTY ON TIMELINE AND EVENTS

The money for the first year will run out on 21st October and it will be necessary to decide what drawdown is needed before the end of September. It was agreed that the plan review for year 1 will be at the meeting on 20th August. The meeting on 17th September will be to agree Year 2 plans and the Big Local funding required.

(B) RBL EVENT WITH LOVEBREAD

Danny and Rich had a meeting with Carole from Lovebread. They have received funding from the Bright Spark awards and are willing to facilitate and cater for a semi-structured consultation supported by RBL. This will be in the form of a fresh baked pizza evening, possibly late October. It was agreed that the purpose of this is to engage local groups and organisations to act as a networking tool. **Action:** Danny and Rich to progress this further.

(C) VOICE YOUR CHOICE

The Voice your Choice evaluation is on-going. With regard to Voice your Choice 2 Stage 1 the themes and rules are still being discussed. However, it is envisaged that residents will be presented with five different project issues to vote on, thus giving a wider range of projects to be put forward.

Helen mentioned that there had been six responses on the Survey Monkey website. **Action:** Helen to forward responses to partnership.

(D) COMMUNITY SMALL GRANTS FUND

The second round of funding closed on 26th June 2015 with there being seven applications and one withdrawing before the panel presentation.

Bricks 4 Kidz	Building skills with lego bricks: workshops/educational activities for children	£1500
Dual Focus Media	RBL TV – Development and Community Investment Plan – visual equipment and business expenses to develop a series of videos that follow YVC projects	£1500
Friends of Rastrick Library	Childrens Book Festival: Workshop and activities for children and residents, aimed at 7-14 year olds - children will be given a gift of a book	£1500
Brighthouse Angling Assoc.	Fishing for All – install platforms to enable access for wheelchair users and all to fishing Airey’s pond.	£1500
Woodhouse Lane Play Area	Community Garden – Contribution towards developing a Community garden – raised planters, access path and paving	£1500
4th Rastrick Brownies St Matthew’s Church	Overnight sleeper – The Deep: To take 24 brownies on a sleepover to find out about ocean creatures to assist with badgework.	£1500

A budget of £15,000 was allocated together with £5,000 from CFFC. The under spend of around £4,000 will be used to fund the Big Event.

(E) MARKETING AND ENGAGEMENT

An email was sent to the 500 contacts on the database asking if anyone could assist in maintaining the website. One reply was received. Discussion took place about the need to continue to engage with the public to try to get local residents involved. The RBLP Wordpress website is still active and Colin will query this with Emma. **Action:** Colin to speak with Emma

(F) TREASURERS UPDATE

Robert Hustwick will attend future meetings to provide updates on behalf of the LTO. Max will continue to update in his capacity as treasurer of RBLP.

The balance as at 1st July 2015 is approximately £1640. The funding from CFFC has not yet been received and Max will follow this up. **Action:** Max to speak with CFFC

4. LTO UPDATE

As the LTO representative was unable to attend the meeting Colin confirmed that there is sufficient money to meet commitments for this period.

5. BL REP UPDATE

Helen mentioned that BL representatives are required to check that partnerships are meeting their governance requirements. In particular, she advised that it is not necessary to hold an AGM every year and this could be held every two years. If RBLP decided to follow this route it would be worthwhile changing this before the AGM. The general feeling was that this is worth considering.

Helen will provide a report to the Local Trust for the periods of May, June and July. She will also be attending a meeting in Leeds on 10 September regarding European funding. **Action:** Helen to send information about meeting on 10th September to Max.

6. ENGAGEMENT WORKER UPDATE

Celebration event: This took place on 8th June 2015. The prize draw winner has received his cheque.

Big Event: Community information for displays has been collected. Five Community organisations have volunteered support time for the plant stall.

Gardening co-operative: Danny and Rich met with Pennine to discuss donating unsold plants from the Big Event. The idea of a gardening co-operative being formed between the five Community organisations is being looked at.

Business CSR spreadsheet: As part of Big Event conversations links have been made with local businesses. A database is to be developed detailing businesses potential links, support options, apprenticeship options and resource with there being advertising potential.

Lovebread: As detailed in point 3b.

VYC Round 2: As detailed in point 3c.

7. ANY OTHER BUSINESS

7.1 ADOPTION OF AMENDED FINANCIAL PROCEDURES

Minor amendments have been made to the financial procedures document. The main amendments to note are: purchase requests can now be made through the treasurer, chair or vice chair; the petty cash amount for small value has been increased to £40. The LTO Finance Manager and the RBLP Treasurer will meet every 6 months to complete the six monthly reports for Local Trust. The amendments were agreed.

7.2 FINAL PLANS FOR THE BIG EVENT

Final plans for the Big Event were discussed. Cheques have been paid to the providers of the bouncy castle and the rodeo bull.

7.3. TIME AND VENUE FOR NEXT MEETING AND REMAINDER UNTIL END OF 2015

Next meeting : Thursday 20th August 2015 at the Arncliffe Centre at 6.00 pm

Thereafter: 17th September 2015 – Arncliffe Centre at 6.00 pm

12th November 2015 – Rastrick Bowling Club (to be confirmed - **Action:** Danny to book Venue)

17th December 2015 – Arncliffe Centre at 6.00 pm