

**MINUTES RBL PARTNERSHIP MEETING  
THURSDAY 3<sup>RD</sup> MARCH 2016 - ARNCLIFFE CENTRE AT 6.00 PM**

**Present**

Amanda Caldwell  
Peter Edwards  
Rich Richardson  
Pauline Eastham  
Mags Bryson

Angela Peaker  
Christine Beal  
Helen Thompson  
Danny Leech  
Richard Edwards

**Apologies**

Emma Woods-Bolger, Darren Burton, Robert Hustwick

**1. WELCOME**

The chair welcomed everyone to the meeting.

**2. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING**

The minutes of the meeting of 8<sup>th</sup> February were approved.

**3. IDENTIFY POSSIBLE STRATEGIC OPPORTUNITIES FOR RBL**

Richard Edwards attended the meeting and gave a Power point presentation and talked about the future progression for RBL. He gave a number of recommendations and asked that RBL consider these and let him know any decision within the next few weeks. This will allow us to feedback quickly to Richard and highlight areas where we are in agreement or where we require further discussion.

**Action: Richard to email presentation to Angela to forward to Amanda**

**Action: Partnership group to send feedback on attached paper to Amanda by 30<sup>th</sup> March**

**4. SUB GROUP UPDATES**

**(a) VOICE YOUR CHOICE**

There are nine voting stations and seven schools taking part in the voting and Rastrick High School has an on-line voting system.

The Brighthouse Echo have published a piece and highlighted the open days on 13<sup>th</sup> March where the applicants will have the opportunity to talk about their projects.

**(b) COMMUNITY SMALL GRANTS**

Mags has circulated a review of Community small grants. In her opinion it has worked well and has helped to establish RBL in Rastrick. Thanks were expressed to Mags for the considerable amount of work she has undertaken.

Discussion took place about whether we have the right criteria, right amounts, etc and whether the fund could be more flexible. The possibility of it being a “rolling” programme was also discussed. Helen mentioned that some areas have a Community Chest fund to kickstart smaller groups.

Mags has agreed to continue to assist with the Community small grants fund. She will work alongside Danny to look at the process document and give her recommendations prior to the fund being relaunched.

CFFC have pledged to donate £5000 per year to RBL and an application will need to be submitted on-line for this funding. **Action: Mags to review process document/apply for CFFC funding.**

**(c) MARKETING AND ENGAGEMENT**

An application for a pitch at the BBI spring market was submitted before the deadline date of 29 February and a response is awaited.

The engagement group met and there are a few ideas for an event in the summer. Craig and Peter will follow this up and the engagement group will meet again shortly to further review this.

**Action: Craig and Peter to follow up venue for possible event**

**(d) TREASURERS REPORT**

The balance as of 29 February 2016 is £687.32.

The draft financial procedures document for the period of 23 October 2015 to 22 October 2016 has now been approved.

**5. LTO UPDATE**

The end of year one spend report has been sent to the Local Trust but as there are committed funds not yet spent they will require a final spend report before they are able to close the grant. It would appear that the Local Trust require any underspend to be returned but we will ask for further clarification on this. **Action: Angela to forward email from LTO to Danny regarding committed funds**

**6. BL REP UPDATE**

Helen reported that the National Council for Voluntary Organisations (NCVO) would like to speak to RBL about the Voice your Choice process.

At the last meeting discussion took place about the Star People programme and it was agreed that Helen would contact them to find out more. It is not certain that this programme will roll on and it was agreed that Helen should contact Rastrick High School to see if their 6<sup>th</sup> form students may like to be involved. **Action: Helen to send NCVO information to DL, RR and AC/email Rastrick High School about Star People**

**7. ENGAGEMENT WORKER UPDATED**

The work being undertaken by the engagement worker is primarily around Voice your Choice, with the update being at point 4A.

**8. Any Other Business**

An individual queried one of the applications for funding from Voice your Choice and how it fitted into the "environment" criteria. Danny offered clarification on this and commented that if people were unsure as to whether their project would be accepted he would be happy to discuss this with them.

**9. TIME AND VENUE FOR NEXT MEETING(S):**

The next meeting will be on Thursday 7<sup>TH</sup> April with the following meeting being on Thursday 17<sup>th</sup> May.

**10. CLOSE**