

**MINUTES RBL PARTNERSHIP MEETING
TUESDAY 28th JULY 2016**

Present

Amanda Caldwell

Angela Peaker

Peter Edwards

Christine Beal

Danny Leach

Darren Burton

Elliot Collins

Helen Thompson

Robert Hustwick

Mags Bryson

Pauline Eastham

Apologies: Rich Richardson, Craig Weston

1. WELCOME

The chair opened the meeting and welcomed Elliot Collins, a local resident, to the meeting. Apologies were noted.

The chair reminded members to make any Declaration of Interest, if necessary.

2. MINUTES OF PREVIOUS MEETING AND MATTERS ARISING

The minutes of the meeting of 14th June were approved. It was noted that the sequence of numbering was incorrect on the minutes of 19th May, previously approved.

3. STRATEGIC REVIEW

Following the strategic review Helen advised that any amendments to the plan together with the new budget will need to be finalised by 1 October.

Whilst Rastrick Big Local HD6 3 has captured a lot of Rastrick it needs to be borne in mind that a few streets, ie Railway Street and Gooder Lane, are under the HD6 1 postcode. However as the majority of Rastrick is HD6 3 it was agreed that this should remain as part of the logo.

CMBC are working with CFFC on a demographic analysis of Rastrick which may provide useful information and Helen mentioned that Public Health have been working with Local Trust and have drawn up some basic information on Rastrick which could be obtained.

Discussion also took place about Community small grants and Voice your Choice and how we measure their success and whether it may be worth having evaluation forms.

Helen mentioned that having some visuals is a good idea and she could assist with this.

Action: Meeting for plan and finance review to be scheduled/Helen to provide visuals

4. SUB GROUP UPDATES

(a) VOICE YOUR CHOICE

The sub-group meeting has been scheduled for early August to agree the theme and timeline for Voice your Choice 3.

The Rastrick Juniors Football Club project has been delayed due to legal proceedings involving planning and they are continuing to pursue this. Rastrick Big Local has granted a 3 month extension to the contract and further consideration will need to be given about whether this can be extended further. Discussion took place about whether a mediator may be able to assist and this suggestion will be put to RJFC.

(b) COMMUNITY SMALL GRANTS

Four applications have been received for the latest round of small grants launched in June and three have been successful these being:

4 th Rastrick Guides – four new tents	£960
Request by a Healey Wood resident to replace former goalposts Application has been accepted under Rastrick Plays Better CMBC will attend to the installation	£746
Space at Field Lane to install utilities	£1500

As the funding is now a “rolling” pot we will continue to update the website to highlight that funding is still available.

Action: MB to send necessary paperwork to successful applicants and inform unsuccessful applicant.

AP to update website

(c) MARKETING AND ENGAGEMENT

Work has commenced to approach organisations and groups who may have a project in mind and wish to put a bid in for the next round of VYC funding and Danny will continue to progress this.

The Rastrick Big Local funday has proved a success and the total spend was around £1000 of the £1500 budget allocated. Stallholders felt that inside stalls were a good idea and a list of those having a pitch will be kept for any future events. However it was felt that the date of the event may have been compromised due to a number of other events taking place on the same day.

(d) TREASURERS REPORT

The audit for the period of 1 April 2015 to 31 March 2016 has now been completed in preparation for the next Community update meeting.

The balance in the RBL account as of 28 July 2016 is £788.23. CFFC transferred £1000 into the RBL account to pay providers at the funday which amounted to £550 and receipts, together with the underspend of £450 will be returned to CFFC.

Action: AP to send receipts and return underspend to CFFC

5. LTO UPDATE

The current balance of monies held by CFFC is £34,532.

The Voice your Choice contracts are now in place and the Fruit for All project has received £2500 of the funding they have been awarded. Robert advised that Lloyds Bank and the Woodland Trust may have volunteers who could assist with this project.

£30,000 has been requested to cover commitments for grants. CFFC are still holding the £25,000 for the RJFC project but this may need to be returned. It will still be available to draw down again at a later date should this happen.

The application has been submitted to CFFC for their contribution to the Community Small grant fund.

6. BL REP UPDATE

Helen reported that Local Trust are wanting to set up learning and networking events. Money is available and she would be able to facilitate this. The events would need to take place in September and November. It was felt that this could be a way of further promoting RBL. Funding is available for outside speakers.

Helen mentioned the forthcoming Greater Manchester and North West Big Local network meetings in the next few months. There will be national training days in September covering using data for your Big Local plan in Birmingham and London. There is also a Chairs Action learning group meeting for chairs and vice chairs to take place shortly in August.

Helen updated that Debbie is leaving Local Trust and a new Chief Executive will take over. There is the opportunity for any partnership members to meet the new Chief Executive on 22 September.

Action: Helen to circulate dates for network meetings, national training dates and Chairs Action learning group

7. ANY OTHER BUSINESS

7.1 Discussion took place about the website which is in the process of being amended. It was agreed that it is not necessary for the financial procedures document to be published as this is an internal document. With regard to the yearly audits it was agreed that these be removed but that a comment be placed on the website that these can be requested at any time. The Big Local framework will be reviewed concurrently with the next plan.

7.2 RBL received a complaint regarding a photo of a child which had been taken at the funday and published in the Brighthouse Echo without the permission an adult. It transpired that this was taken by the Brighthouse Echo who gave an apology. It was agreed that RBL should make individuals aware that photographs are being taken and it would also be worthwhile having consent forms in place. A comment should also be placed on the website regarding photographic content.

Action: DB to provide guidelines

7.3 An application has been submitted for the Xmas tree on Field Lane and RBL will act as the local trusted organisation for this funding.

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

Future meetings will be Thursday 8th September 2016 and 13th October 2016.

9. CLOSE