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| **Little Hulton Big Local Board Meeting****Monday 6th August 2018****18:00 – 20:20****Little Hulton Big Local Community Space M38 0BA****M I N U T E S**  |
|  | **Introductions, Welcomes and Apologies****Present**John Butler (JB) Chair, Alison Jones (AJ) LHBL Development Manager, Susan Owen (SO) LHBL Community Organiser, Shelagh Higginbottom (SH) Board member, Jackie Jones (JJ) Board member, Alison Sherrington (Millie Mae’s), Steve Skinner (SS) Big Local rep, Sharon Higgins (Resident), Carole Gallagher (CG) Board member, Nathanial Lynch (NL) Board member, Fay Flatt (FF) Board member, Mary Weldon (MS) Board member, Anthony Kollie (AK) Board member**In Attendance**Kirsten Blackwood (KB) Deputy Chief Exec Salford CVS, Ashley Chapman (AC) Salford CVS (minutes), Dave Morgan Third Sector Projects**Apologies**Sharon Maddocks (SM) Vice Chair, Alison Gresty (AG) Board member, Kate Lewis (KL) Board member, Anthony Gritto (AG) Board member, Stewart WildJohn Butler (JB) Chair, welcomed everyone to the meeting and noted apologies. Board members and attendees introduced themselves. **New Board Members**Alison Sherrington (AS) was acknowledged as a board member and welcomed to the board.  |  |
|  | **Declaration of Conflict of Interests**Sue Owen (SO) and Shelagh Higginsbottom (SH) are members of the craft club that have bid for a grant; it was agreed they would not contribute to the discussion. The SLA between Little Hulton Big Local (LHBL) board and Salford CVS to be discussed (agenda item 4) it was agreed Kirsten Blackwood (KB) would contribute to the explanation, but not the discussion.  |  |
|  | **Minutes of last meeting & matters arising****Amendments**Alison Sherrington’s name was recorded incorrectly - Alison Evans used in error. The spelling of Millie Mae’s was also wrong (Milly May’s removed from minutes)The minutes of the meeting held on 2nd July were subsequently approved as an accurate record.Actions were discussed and action log updated. Youth Work Training Meeting has been arranged for Wednesday 15th August 2018. Sharon Maddocks (SM), Anthony Gritto (AG) and Alison Sherrington (AS) to attend. Alison Jones (AJ) to confirm question to ask providers. AJ and SO have spoken to Corinth training to discuss in house delivery –this will be brought back to September’s meeting for a final discussion on how to provide Youth Work training.  | **Action 3.1** |
| **4.** | **Community Researchers Peel Park; Dave Morgan**Dave Morgan reported back on the community research project. Papers were distributed before the meeting. Fay Flatt arrived at 6:25pm. Overall a good spread of responses, lots of information. The data and findings are still currently being analysed. In order for people to visit the park basic priorities are essential. People need to feel safe in the park, the park should be clean and there should be toilets/nappy changing facilities. Successful parks have successful Friends of Parks group who put the basic infrastructure in place. The council will help with the maintenance of the park but have no priorities or plan for the park which is essential. Other key points noted:* Potential for physical investment.
* The key is not to rebuild the park but to get a successful ‘Friends of group’ providing a sense of ownership .
* The hub needs to be outward looking and think of the park as well as the community hub.

**Inspirations for the park**: Raised beds for people to grow flowers & vegetables, all season play facility both indoor and outdoor and structured and unstructured play projects. Anthony K left the meeting – 6:55pm Sharon Higgin arrived – 6:55pm.  |  |
| **5.** | **Finance Update**KB presented the finance report which was accepted by the board.£20,000 for Clegg’s lane kitchen is still currently in the budget, payment has been deferred, waiting for project to begin. Underspend on Youth Direct delivery however large grants still to be processed. **Forecast change**Employment and Partnership - Money will be sent direct to UnLtd potential, monies will no longer show in budget.Bright Ideas are now funding the £5000 for the Feasibility study of Peel Park. £5000 contingency realised back to the pot. £15,000 for Youth Social Action Project has now been done in house instead. £990 left under Discretionary grants. Outstanding grants to be processed, it is expected to go over budget. Board agreed to carry on with the grants, Kirsten to add an extra £1500.Repairs & Renewals – due to go over budget due to new build which was expected, this will settle over the year. **KB and AJ to arrange meeting to discuss next year’s budget.** **SLA Agreement**KB reported on the draft Service Level Agreement between Salford CVS and Little Hulton Big Local Board. The paper was circulated before the meeting. Changes from last agreement:1. Cost of living pay rises – 2% for next year
2. 10 hours admin – potential for admin worker rather than use Salford CVS services.
3. Redundancy costs apply – only payable if board decided they no longer needed staff (continguency)
4. Increased staff training

There was a discussion around insurance (section 6). The board felt that the wording used wasn’t reassuring and wanted something to show public events and activities ran by LHBL were insured.KB to create a list of insured services and to change the wording on the agreement to be circulated to the board via email The agreement will be added to September’s board meeting for approval. **Recruitment** AJ proposed LHBL recruit an Administrator (10 hours per week).The role will be advertised on Facebook and flyers will be handed out around the Little Hulton area in September. Alison Sherrington offered to deliver flyers. The board approved the recruitment.   | **Action 5.1****Action 5.2****Action 5.3** |
| **6.** | **Request for Financial Support – Little Hulton Children’s Centre**Early Help Service have sent a request for £500 to help renovate a small garden space at the back of their indoor play area. The bid came to the board as it didn’t meet the criteria of any of the grants. The board agreed to fund the £500.00 |  |
| **7.**  | **Task Group Updates**1. **Employment and Enterprise**

Employment and Training Incredible Edible bid for £1000 to go towards a £15,000 growing project. The board approved the grant. Small GrantsCraft Group have applied for £470.00 to improve shop displays and to do a shop relaunch at Spirit of Little Hulton. The board approved the bid. Kenyon Residents bid for £750 to install raised beds in front of shops (intergenerational activity). The board approved the bid. Cadets - £750.00 for camping equipment for residential. The board approved the grant on receipt of risk assessment being sent to and checked by AJ. Celebrating Little Hulton Event - £735.00 – New Beginnings would like to hold a celebration event of their own as they cannot attend Spirit of Little Hulton. The board approved the grant. City of Praise – £742.50 to provide refreshments and transport to their week long project. Enterprise grantsCity West sent a grant in for an individual who was looking to sell chicken wings. The bid wasn’t from a Little Hulton resident and chicken isn’t seen as a safe food. The board rejected the bid. Discretionary GrantsRequest for money to go towards either clothing, footwear & IT equipment or course fees. The applicant has recently finished their teacher training and is beginning work in a new school. The board agreed to fund the clothing, footwear and IT equipment. NEET Young People & Traineeships Salford City Council have agreed to come up with a proposal to help outcomes for Little Hulton’s young people in regards to traineeships. The proposal should be ready for discussion by September. 1. **Capital Project**

Capital project meeting scheduled for 18th September. 1. **Young People**

Youth club is continuing, food activities now being provided. Very positive feedback from the Snack Shack. 1. **Wellbeing Task Group**

The group have recently constituted and have applied for a £1000 Wellbeing grant from Salford CVS.  | **Action 7.1** |
| **8.** | **Big Local Trust – info including Chair’s Forum** JB and Carole Gallagher (CG) to liaise.  |  |
| **9.** | **AOB** Spirit of Little Hulton is taking place on Saturday 18th August. This has been funded by external funders. The youth club have been making masks for the event and plan to run a parade. End of Summer celebration, social BBQ at LHBL arranged for 6:30pm on Friday 21st September. All task groups and contributors to the festival invited. Steve Skinner informed the board that he is writing a book about partnerships led by residents with some council support. He would like to write a small section (500 words) to credit LHBL, the board approved. Training Anyone interested in Data Event, a session on spaces for Young people in Leeds or Leadership training on 28th and 29th September in Coventry to let Alison Jones know. All expenses will be paid.The meeting closed at 8:20pm.  |  |
| **10.** | **Date and Agenda of next meeting**The next board meeting will be held on Monday 3rd September 2018, 6pm at the LHBL premises.  |  |