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| **Little Hulton Big Local Board Meeting**  **Monday 5th March 2018**  **18:00 – 20:30**  **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, Sharon Maddocks (SM) Vice Chair, Stuart Wilde (SW) Board Member, Jayne Nickeas (JN) Board member, Carole Gallagher (CG) Board Member, Kate Lewis (KL) Board member, Fay Flatt (FF) Board Member, Nathanial Lynch (NL) Board Member, Steve Skinner (SS) Big Local Rep  **In Attendance**  Kirsten Blackwood (KB) Deputy Chief Exec Salford CVS, Mike Riddle (MR) Counter Coin speaker, Ashley Chapman (AC) Administrator, Salford CVS (minutes)  **Apologies**  Susan Owen (SO) LHBL Community Organiser, Alison Gresty (AG) Board member, Rebecca Whilltle (RW) City West  John Butler (JB), Chair, welcomed attendees to the meeting and noted apologies.  Board members and attendees introduced themselves. |  |
|  | **Declaration of Conflict of Interests**  No conflict of interest.  Alison Jones (AJ) handed out Declaration of Interest forms and asked any boards members with a potential conflict of interest to complete and return. |  |
|  | **Minutes of last meeting, matters arising and action logs.**  The minutes of the meeting held on 5th February were agreed as an accurate record subject to the following amendments:  Pg4, Young People; Youth Unity: There are discussions to establish a Young Person’s Assembly, ‘…around applying to the council…’ was removed.  Actions were discussed and action log updated. |  |
| **4.** | **Finance Update**  KB gave an update on finances.  The forecasting for Repairs and Renewals was discussed. Currently the budget is less than what is being spent. Waste disposal is needed in the new premises. AJ suggested moving money from Employment, Training and Wellbeing as there is likely to be underspend due to LHBL offering in kind donations - providing a venue for traineeships and apprentice. Alternatively monies could be moved from the £5000 contingency. The board agreed to increase the budget or Repairs and Renewals. KB to amend forecasting accordingly.  The board approved the accounts.  LHBL were awarded a grant for the Christmas wonderland event. Money generated at this event will be recorded in LHBL account and sent to City West.  Big Local have requested a spend report to be submitted by 16th March, Kirsten to complete and submit.  The Hate Crime grant money is now in LHBL holding account. | **Action 4.1**  **Action 4.2** |
| **5.** | **Guest Speaker Mike Riddle**    Mike introduced himself and the time banking currency he has been developing for the last 10 years – Counter Coins.  The community currency is a volunteer reward scheme which incentivises volunteering. Physical coins were passed around for the board.Coins are given in return for time e.g. 5 coins per hour. Coins can then be used in shops or activity centres that accept them, as discounts. The coins are an incentive for businesses as well as volunteers.  The board discussed using the coins within Little Hulton. It was agreed that the earnt coins create a sense of value, and could be a useful tool. The board agreed to look further into using the coins, AJ and SO will investigate and bring a proposal to the May board meeting.  Kate Lewis and Mike Riddle left the meeting at 18:46. | **Action 5.1** |
| **6.** | **Confidential Item Update**  A response has been received from Enthusiasm Trust, the matter is now closed.  AJ has emailed Eileen Buckan in regards to risk assessment costs, currently awaiting a response, an update will be provided at the next meeting. Fay Flatt to speak to EVOLVE about potential free or low cost risk assessments. | **Action 6.1** |
| **7.** | **Task Group Updates**   1. **Employment and Enterprise**   AJ provided an update from the meeting with Amjid on Unltd project on Wednesday:   1. Plans to arrange a networking workshop with Yellow Jigsaw for crafters. 2. Social Enterprise Network to hold potential Salford sups event in June. 3. Discussions around Little Hulton district business get together. RHS – Plant up the planters to attend. AJ and Sue Owen (SO) will discuss engaging retailers at next task group – 29th March. 4. **Young People; Youth Unity**   Meeting with Salford City Leisure (SCL) to discuss policies and volunteers. One more person has been recruited from SCL for Youth Unity.  Youth Unity at library 1st year anniversary on Thursday 15th March. The club has been a great success, library and neighbours are happy and volunteers and SCL are working well together.    The steering group looked at policies and safeguarding for volunteers and workers. A 12 week plan is being put together for the club. It has been agreed that the Tuesday night provision will be continued.  There are discussion on youth members becoming library members.  Youth Club are looking to recruit more volunteers, AJ informed the board that a Youth work course is being produced and people have expressed an interest on Facebook. The aim is to get the club running solely by volunteers.  Meeting with Youth Council on Thursday to discuss young people’s opinions on how to decorate a room in the new premises.  The board felt that there is gap in facilities for children in college. They felt that something needs to be put in place for these young people to continue being successful members of society. This is ongoing and further discussions to be had around helping young people feed into social action and their involvement.  Sharon Maddocks (SM) informed the board that there are plans to establish a Young Persons Assembly on the last Monday of every month. The groups aim would be to generate ideas for the community from young people. Anyone interested in helping to contact SM.  AJ asked SM to send flyer to Ashley Chapman (AC) to print. Karen has copies and will send this.  Steve Skinner left the meeting at 19:17.  **Youth Allowance Grant**  The Youth Allowance Grant has now closed, the final bid was awarded to Harrop Fold and payment is still currently outstanding.  The board discussed the possibility of the new Young Person Assembly managing Youth Allowance grants.   1. **Grants and Finance**   Two groups were awarded the Spring/Summer community grant:   1. Cleggs Lane – Community Café 2. Dadz Shed - Community garden   Employment and Training grants:   1. Mustard Tree were successful. 2. Moneywise – Unsuccessful, the task group felt that the project did not meet the criteria due to when the money was going to be spent.   AJ reminded the board that they had agreed free of charge rent in the new venue for the first 3 months and that charges would apply after this. AJ will begin researching what other local community groups/venues charge and report back at next board.  Funding homelessness and offering food voucher systems and 1-1 literacy projects were discussed, this is ongoing.   1. **Mental Health, Wellbeing & Happiness**   Meeting with 42nd Street has been arranged for Monday 19th March at 10:30am to discuss parent self-help group.  The task group agreed to continue with the main task group meeting the following day on 20th.   1. **Capital Project**   Jayne Nickeas left at 19:32.  AJ passed capital build questionnaires round to everyone and explained how to complete and the importance of the scoring system on the form.    A stakeholder exercise was completed at AGM, board members put their names next to individuals that they would engage with in regards to the capital build. AJ asked these board members to meet with stake holders and go through questionnaire with them and report back in April at next board meeting.  AJ will email people who agreed to contact stake holders. The aim is to get the questionnaires out by Wednesday 14th March.  The importance of the scoring system was stressed, anyone can complete this part and AJ ask board members to get as many people as they know to complete the table.  The board felt the Moscow definition was too complicated, it was agreed that AJ will amend this to standard 1-4 scoring.  Fay Flatt left at 19:37.   1. **Workers Reports**   AJ provided an overview of both hers and SO work report with the following highlights:    SO has been working closely with the volunteers and is scoping out ways to further their development. AJ will update SO on Counter Coin.  AJ will be on annual leave for a week and a half from 08.03.2018.  There has been some challenges with Sale Sharks. The board were informed of a recent incident involving a bricked window. From now on Sale Sharks have been told two members of staff are needed at all times, they have reassured AJ this will be actioned.  Strategies are in place to help deal with current issues faced by Youth Unity, additional staff and support is being provided during the session/club, Jordan Moore to hold Youth Work Sessions and further assessments regarding door access.  Need to arrange an initial meeting with Bright Ideas to discuss funding and ways to help LHBL. Meeting to be arranged out of office hours, AJ to send invite to all board members.  The board agreed to order a birthday cake from Jasmin’s cakes for Youth Unity’s 1st year anniversary. AJ will arrange this.  Need a new safe, the board agreed to buy a new one rather than pay £175 an hour for a lock smith to crack open current safe.  3 discretionary grants have been agreed. A couple of bids are received a month. Plans are in place to report on the outcomes of these. Louise the volunteer has started making follow up phone calls. | **Action 7.1**  **Action 7. 2**  **Action 7.3**  **Action 7.4**  **Action 7.5**  **Action 7.6**  **Action 7.7** |
| **8.** | **AOB**  No other business.  The meeting closed at 19:55. |  |
| **9.** | **Date and Agenda of next meeting**  The next board meeting will be on Monday 9th April 2018 at 6pm at the LHBL premises. |  |