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| **Little Hulton Big Local Board Meeting**  **Monday 7th January 2019**  **18:00 – 20:15**  **Little Hulton Big Local Community Space M38 0BA**  **M I N U T E S** | | |
|  | **Introductions, Welcomes and Apologies**  **Present**  Sharon Maddocks (SM) Vice Chair, Alison Jones (AJ) LHBL Development Manager**,**  Susan Owen (SO) LHBL Community Organiser, Shelagh Higginbottom (SH) Board member, Kate Lewis (KL) Board member, Entela Zhajaku (EZ) Board member, Jasmin Bakhre (JB) Board member,  **In Attendance**  Kirsten Blackwood (KB) Salford CVS DCEO,Ashley Chapman (AC) Salford CVS (minutes);  **Apologies**  Jacqui Jones (JJ) Board member, Stuart Wilde (SW) Board member, Anthony Gritto (AG) Board member, Steve Skinner (SS) Board member, Carole Gallagher (CG) Board member, Sharon Higgins (SH) Board member, Nathanial Lynch (NL) Board member, Alison Sherrington (AS) Board member  Sharon Maddocks (SM) welcomed everyone to the meeting and noted apologies. |  |
|  | **Declaration of Conflict of Interests**  No declarations of interest. |  |
|  | **Minutes of last meeting & matters arising**  The minutes of the meeting held on 3rd December were approved as an accurate record. Actions were discussed and action log updated. |  |
| **4.** | **Finance**  KB presented the budget from October 2018 – September 2019. Payment from Big Local is still outstanding. |  |
| **5.** | **Capital Build**  AJ explained the different options on what to do next with Peel Park, paperwork was circulated before the meeting. There was a discussion around the future of the youth provision and a capital build.  Several pieces of work have been carried out to support LHBL’s decision. Board members have agreed to read through documents and report back in February’s board meeting:  SM – Café Report and Peter Little’s How to Influence Business sector  Entela Zhajaku (EZ) - Skate Park company report.  AJ and Kate Lewis (KL) Business plan.  Several meetings are in place to help with the decision:   * LHBL & Seddons on 16th January – AJ attending * Asset Management meeting with Big Local on 8th January – AJ and AG attending * Partnership meeting on 10th – AJ attending.   An expression of interest has been sent to Big Lottery regarding the potential for a partnership bid with Spirit of LH and Walk the Plank.  Based on the community consultations the board have agreed their main priority is to move forward with the café. | **Action 5.1**  **Action 5.2**  **Action 5.3** |
| **6.** | **AGM**    **Time**  It was agreed the AGM will take place 12 noon – 3pm on Saturday 2nd January at Peel Park.  **Format**  Discussion around the format of the meeting. The board agreed to have community stalls and a small café area outside, under a gazebo with heaters.  **Election of Board Members**  Board member criteria: members have to either attend monthly meetings or be an active member of a task group, the board agreed no changes were to be made to the criteria and elections will be made on block  Application forms will be issued out at the AGM for anyone who wants to apply to become a board member. Applications will be considered after the AGM.  Terms of References to be checked by AJ.  **News Letter**  Invites to the AGM will be on the front of a Newsletter.  A discussion was had around what would be included in the newsletter and how it would be distributed. This is an ongoing discussion. The invite/newsletter will be ready for print on January 21st 2019.  AJ informed the board a new laptop would be needed to create the Newsletter and the Youth Development Worker. The board approved this. AJ to order laptop from Upland.  **Annual Report**  The annual report will include details of spending, KB to create pie charts and prepare information for report. It was agreed the report should read like a chairs report and hopefully include a map of everyone who is involved in Big Local, what LHBL and future plans.  KB to send examples of reports to SM. | **Action 6.1**  **Action 6.2**  **Action 6.3**  **Action 6.4** |
| **7.** | **Little Hulton pound update**  The first dividend of the Little Hulton pound has been distributed successfully.  Bethany Church and Kenyon residents are interested in joining the scheme.  There was a discussion around counter coin declaration, AJ to send email out regarding tax. | **Action 7.1** |
| **8.** | **Task Group Updates**  **Workers Reports and Policies Way Forward**  SO and AJ presented their workers reports which were circulated to the board prior to the meeting.  Mandy Lee has been appointed as the new Youth Development Worker (YDW).  **Youth Unity**  Youth Unity have been nominated for the Spirit of Salford award, AJ to send to link to voting page once votes are opening.  Youth Unity applied for £300 for the Toy Appeal Board agreed to increase the Grant £350.00  **Employment & Enterprise**  Plans for LHBL to host Unltd Learning Journey  NEET Project – Sale Shark - Waiting for paperwork and references. AJ and Frank Hankinson have a meeting scheduled in the second week of January.  **Discretionary Grant**  Referral from school for a discretionary grant to go towards a Little Hulton resident’s security training course and card. KB to check whether grants come out of government funds. The board were happy to fund the course (only) directly, it was agreed AJ would contact the recipient.  Discussion to be had around safeguarding referrals and LHBL procedures. | **Action 8.1**  **Action 8.2**  **Action 8.3** |
| **9.** | **AOB**  No other business. |  |
| **10.** | **Date and Agenda of next meeting**  Meetings to continue on the 1st Monday of the month. The board agreed to start the meeting at 5:30pm. The next meeting will take place on Monday 4th February, 5:30pm – 7:45pm in the LHBL premises.  Meeting closed at 8:15pm. |  |