**Little Hulton Big Local Partnership Board**

Minutes of the Meeting held 3rd August 2020 via Zoom

Present: Anthony Gritto, Gemma Fish, Mike Power, Sharon Maddocks and Shelagh Higginbottom.

In Attendance: Alison Jones, Charlie Buterwick, Daniel Kelso, Helen Johnson (minutes), Kirsten Blackwood, Steve Skinner and Susan Owen.

Apologies: Entela Isufi, Bea Mburu, Carole Gallagher, Jasmin Bakhre, Mandy Lee, Mary Weldon, Natalie Stokes and Rebecca West

1. **Everyone was welcomed to the meeting and apologies were given.**

As only three board members attended this month’s meeting, it was agreed that any decisions made would be emailed to the remaining board members. If there are no objections within a few days, then the decisions will be noted as agreed.

1. **Declarations of conflict interest.**

There were no declared conflicts of interest.

1. **Peel Park Pavilion next step**

The bike track funding is in place. The Noise Management Plan was submitted by Access Sport. Likely issues to arise have been managed by the Noise Management Plan.

A separate meeting took place regarding the pavilion, which included Anthony and Jasmin. They reviewed the plans in more detail.

There will be a contamination and mine survey, and a tree survey undertaken.

£5,000 is required to take it through to planning.

Daniel and Charlie presented feedback from the planning. Changes to the plan included the render on the outside of the building, which was disliked.

The original plan meant the building costs would be £400,000. It has been decided that the size needs to be reduced on some elements of the building to lower the costs. The reduction includes changing the office space from four desks to three and narrowing the kitchen space to a galley kitchen.

Alison has been looking at funding to help with the costs but due to Covid a lot of funders are only funding emergency response or Covid-related grants. Sport England Community Assist will be open at the end of August for funds for £50,000.

Charlie showed the plans during the meeting and it was decided by the board members that the kitchen was important, the community hall could be narrower, and that the kitchen should remain to the original plan. This probably won’t be a structural wall and could be moved at a later stage and probably wouldn’t require planning notification.

**Board members agreed to proceed to planning and pay £5,000.**

**ACTION: Alison to email other board members. They have until Thursday to object. Alison will let Charlie know the decision by Friday.**

1. **Minutes and matters arising**

The minutes from the previous meeting on 6th July were agreed as a correct record.

All matters arising have been dealt with.

1. **Finance**

Kirsten shared the management accounts.

Total money in £158,506

Big Local money £149,646

Activities £37,140

Employees £50,148

Premises/overheads £13,500

LTO costs £8, 115

Total £108, 965

In holding account £49,540

Alison and Kirsten suggested some changes to the budget.

Reduce training and wellbeing activities from £17,500 to £7,500, allowing £10,000 for Peel Park.

£7,500 was to be spent on Sale Sharks but as the work wasn’t completed, that hasn’t been spent.

Grant budget was £10,000 but used just over £3,000 so reduced to £3,412.

Money has been added to the pavilion budget to ensure planning money is available.

Little Hulton Pound and Youth Service Delivery budgets have been reduced.

Training/travel costs reduced and rent reduction has already taken place due to peppercorn rent.

The predicted surplus at the end of the plan is £13,615 which will help to work out how much is available for the next 6 months to extend the plan.

**ACTION: Review budgets in the September Board meeting and finalise the budget for October.**

1. **Youth Provision**

SCL have delivered Youth Unity sessions in the library for the last 3 years. This was going to be extended for 6 months but didn’t because of Covid.

The building can’t be opened full scale under national guidance. Detached work with partners is happening during the summer holidays.

Bids have been made to Awards for All and Children in need for small bookable group work.

£6,500 for summer provision has been made available through the charity. Uncertain what will take place due to restrictions but could be put back a week.

Another partner for youth provision is needed. Foundation 92 have sent a presentation, SCL have been on furlough and won’t be able to deliver until October time, Raise the Youth aren’t interested in open access provision.

**Board agreed to an open tender, allowing interested youth provision to present what they have to offer, with a clear closing date. The board can pose questions during the presentations via Zoom.**

**ACTION: Alison to create a spec and write an outline, background and what is wanted from the potential youth provision. Alison will send round to the board to review it by next week.**

1. **Charity Business**

As Carol wasn’t present at today’s meeting, Alison gave some updates.

There has been some changes to policies on the website. Phone number/email address and safeguarding policies were updated by Alison and adapted on the website by Anthony.

An AGM is needed in Sept/Oct to confirm people as trustees. This can be done via Zoom.

Alison is meeting Bea about finance. The wellbeing grant for £1,000 will include some equipment for the pavilion such as speakers and outdoor bistro tables and chairs.

Alison is going to look at the Coalfield Regeneration Grant which deals with food. The grant is matched by a food hub in Middleton.

1. **AOB**

**Grants** – Mice to Meet You Nursery have asked for a grant of £500 for their garden and outside space.

As this is a business there was some concern, but it was agreed that it will benefit children and can’t be used for business. **Board agreed.**

**ACTION: Alison to include a proviso that the money is to be used for resources which benefits the children not the business.**

Sharon Higgins reported that she is still involved with Public Health England, including wellbeing and mental health across Greater Manchester. If anyone is interested in this, speak to Sharon.

A separate trustee meeting is to be set up.

The time for board meeting will be reviewed.

**ACTION: Alison to send out preferred time for board meeting to all board members and will also include asking preferred time for the trustees meeting.**

**Date and time next Monday 7th September 2020 via Zoom**