**Little Hulton Big Local Partnership Board**

Minutes of the Meeting held 1st February 2021 via Zoom

Present: Anthony Gritto, Bea Mburu, Entela Isufi, Kirsten Robinson, Sharon Higgins, Sharon Maddocks, and Steve Skinner

In Attendance: Alison Jones, Helen Johnson (minutes) and Susan Owen

Apologies: Carole Gallagher, Fay Flatt, Gemma Fish, Jasmin Bakhre, Nathaniel Lynch, Rebecca West and Shelagh Higginbottom

1. **Everyone was welcomed to the meeting and apologies were given.**
2. **Declarations of conflict interest.**

There were no declared conflicts of interest.

1. **Minutes and matters arising**

The minutes from the previous meeting on 4th January were agreed as a correct record.

All matters arising have been dealt with apart from:

**Kirsten to draw up agreement for LTO and budget costs for employees – Kirsten to do asap.**

Kirsten has drawn up the agreement, but she has not put it in the budget due to expecting rise in salaries for April 21-March 22 – Unions are suggesting 10%, local authorities 0%. Kirsten suggests adding 2% and if it doesn’t go to 2% she will just change the salaries.

The board agreed.

**Rebecca to report 27-29 peppercorn rent**

Alison hasn’t heard back. Andy Mullens, the City Surveyor has been to look at the building.

**Alison to invoice the charity**

The invoice is for the cost of Alison’s and Mandy’s (prior to Youth Development Worker Employment) time spent on the Children In Need project which was a cost of £671.77. There is also a fee of £173.81 from social action work with Sale Sharks. Kirsten to double check this.

1. **Finance**

Kirsten talked through the December finance.

The grants agreement money from Big Local is now included.

£500 from ForViva is to go to the bike track

Activities £6,346

Employees fixed cost. Development Manager £19, 803

 Community Organiser £10,386

Office costs £2,603

Everything is on track. The LTO cost is also on track. There are no expectations.

The bike track money needs paying for the £50,000 capital and revenue costs. The agreement was to pay £12,000 each year for 2 years. Last year’s money has been paid. The next payment is due by mid-March. £7,000 has been raised and £3,000 is coming from ForHousing. ForHousing sent £2,000 to the charity in error, this will need to be invoiced to CVS to get it in the holding account. There is a joint grant with Access Sport for £4,000 which will be sent straight to Access Sport and will come off the bill. The final bid is for £5,000 for the Boost Activity Fund via CVS. The decision on this was supposed to be last Friday but now has been put back until the end of February. Alison has spoken to Access Sport so they are up to date.

Big Local have agreed money – a conversation is needed with Kirsten and Big Local.

1. **What do we want to achieve in the next 9 months?**

**Food Club – what’s next**

Alison has spoken to the Big Local Trust about the 6-month extension which was agreed at the last board meeting. This time an application is going in for a bridging grant as the agreement money will have been spent by March. More money is to go with the existing plan. Alison asked what the board want to achieve in April-September?

Sharon M – Trying to get back to normal. To get the craft clubs up and running again and supporting them. Putting energy into getting back some normality and what we were aiming towards.

Sharon H – I agree. I wrote a list of activities we’d want to see back up and running again. Also, the community centre.

Sharon M – I can’t see the foodbank going away any time soon.

Sue – Every week we get 80+ people at the food club and I can’t see it diminishing. Whenever we make a plan about groups, the government makes changes.

Alison – I’ve noticed some activity at Mustard Tree, I’m unsure of what and we’ve had no updates from them. The Food club staff time is paid for by Little Hulton big Local. It’s quite labour/staff intensive during the lockdown. Volunteers can probably run it but at the moment we are limited to numbers in the building. If Mustard Tree come back, we have to consider if we would hand it back or keep the food work for ourselves. This is a question for the charity too as the money to run it has been raised by the charity. A membership charge may be introduced. We have enough money to run it until the end of June with another fund payment potentially due in February.

Sharon M – It’s about what our community needs. I think people prefer the Hub rather than Mustard Tree. I’d continue with it and when the Covid restrictions lift, we could take Alison and Sue off the food work.

Sharon H – I’d give it to Mustard Tree so that Little Hulton Big Local/the charity time can be dedicated in other areas.

Sharon M – We did say it would be a temporary thing but at the minute it’s what the community needs. We do need to keep an eye on it from stopping us from moving away from our plans, but it does fit with the café plans. Would we have to work with Mustard Tree if they can back because of same funding etc?

Alison – 50% of the food comes from FareShare and they wouldn’t just stop it due to Mustard Tree coming back.

Sharon M – We need to look at money it costs us to do it, more importantly Alison and Sue’s time and how much it takes.

Alison – **We could formally ask Mustard Tree what their plans in Little Hulton are?**

**Board agreed.**

Steve – Is there a target for Peel Park Pavilion?

Sharon M – We’re looking at a small term lease and planning permission. I’d still like to achieve it for Little Hulton and Peel Park. A lot of work is needed.

Alison – Money, capital and long-term sustainability. Once through planning, we need to test the waters with funding. As long as we have the heads of terms agreed and planning permission we can match with funders.

Entela – We want people to have a routine and a way of getting them out.

Anthony – Normality is needed, the kids aren’t settling.

Sharon H – There are activities online, there’s lots going on. There are lots of initiatives in Salford. The Lowry are doing free activities online, but they book up quickly. It’s not ideal that it’s online but it’s there.

Sue – Doing things outdoors again will help when we can do it. Maybe doing things like going out and taking photos etc. I’ve been looking at what other groups are doing – most have turned to emergency food provision.

Alison – The charity has Children In Need funding for young people. We’re not likely to open large youth access provision any time soon.

Sue – Vaccines and their effectiveness may change how things function in the future.

Sharon M – The café idea at the pavilion would be good.

Alison – We’ve bought bistro tables and chairs and we have money from the Big Local Trust to get an industrial coffee machine. I just need to get another quote for one. We could run a pop-up café. We need to ensure that we’re spending less time on the food club to make that happen, maybe streamlining the food club. Emergency work is needed at the moment.

Sharon M – Late spring/early summer will be good for this and activities in the park/bike track.

Alison – Access Sport’s next role is to create a community bike track outreach programme which are made up of open access sessions. I’d like to do an older ladies session. Andy from RHS will be back to do activities on Peel Park.

**What have we learnt so far from the consultation?**

A small amount of engagement was done for the consultation. Three questions were sent out to board members. The results included:

* Digital exclusion – Mandy is looking at Youth offer online and Sue is looking at short term online sessions for the craft group. There is a connection issue in Little Hulton so there’s worry for those isolated.
* People have been left socially isolated – how are we going to encourage people to get back out there

Alison said that a new phone mast has appeared in the corner of the potential car park at Peel Park. Alison was aware that they were asking to place it there, and it doesn’t take up all of the car park area, but it has been put up before obtaining planning permission.

ESF Funding bid of up to £20,000 is available again. Previously, Dave Morgan put a bid in to do community research projects and it was successful, but the money was lost due to Covid. We could focus on what people want to see in the future in Little Hulton. There has never been trouble finding people to commit to it and it is a way of getting money to people. It gets people working and focuses on what they want to achieve.

**Mental Health and Wellbeing what else can we do – Sharon Higgins**

This involves Public Health England, Adult Social Care and the NHS. Salford City Council integrated with the NHS for health and created the ICO (Integrated Care Organisation). Salford Royal is the prime provider for health and social care. Lots of money has been put into the project. The project asks local communities how the NHS can help communities with mental health and wellbeing so to create a health alliance to uncover and capture stories in communities like Little Hulton. They hope that this will sow what happens behind the scenes and which community’s self-organise.

They want to identify a community led health care creation beyond Covid-19. How do we address it? What is the community response to Covid-19? Understanding the needs of the community is an aspect. Charlie Barlow, Community Connector, has had a chat with Bev McKay about working with Little Hulton community.

Steve suggested that the key is about residents having the lead with decisions. Sharon M asked how they will address the needs. Sharon H said that they are looking at how communities respond on the ground and it is up to communities to say to them what they need so that they learn. Alison mentioned the co-designing in communities which is ongoing and has been linked to Sharon.

**ACTION: Alison to send information on co-designing in communities to Anthony**

1. **Relationship between Little Hulton Big Local and CommUNITY Little Hulton**

Alison asked the board if anyone worries about the relationship between Little Hulton Big Local and CommUNITY Little Hulton and if it is working. The two are going parallel and the board employ staff and use the charity to fundraise for activities.

Sharon M suggested that the two are naturally merging together and that the transmission as the Big Local money runs out will need to be discussed. Sharon Higgins agreed and said that the communication is good. Anthony is happy with how it’s going. Some people are board members or trustees of the charity anyway so it’s easy to feed back.

Sharon M suggested that any adverts, posters etc should lead with CommUNITY Little Hulton’s logo first as everything will be under this umbrella. Alison said that legally everything that is applied for is done via the charity.

Alison suggested to ask the charity to contribute £500 towards running costs of the building and an invoice to be raised to the holding account for the future.

The board agreed.

1. **Budget April 2021 – Sept 2021**

The 6-month funding from the Big Local Trust needs to be put into the budget. This will take it form the end of March to September.

£300 discretionary grants – Board happy to keep in budget

£500 small grants Apr-Sept – Board agreed to keep in budget

£250 meeting & events – Board agreed to up the budget for this to £1,000

£350 volunteer expenses – Board agreed to keep in budget

£8,000 Youth Direct Delivery – Board decided to reduce this to £5,000

Development Manager/Community Organiser fixed costs + 2% in case of pay rise

£6,176 Standard running rates

£5,540 CVS LTO costs

Total: £58,805

Approximately £200,000 left after end of September. £150,000 in the Pavilion would leave £50,000 revenue.

Big decisions are needed during the 6-month extension about the final allocation of the Big Local money.

**ACTION: Alison to create text about the next 6 months and send round to board.**

1. **Big Local events including Leadership Academy**

The Leadership Academy involves the Local Trust supporting community leadership with 1-2-1 coaching with a series of workshops. This is the second round of recruitment and the closing date is 26th February, the closing date for nominating someone is 12th February.

Jasmin was interested last year. Sharon M expressed interest.

**ACTION: Steve to circulate information on the Leadership Academy and Big Local events**

1. **AOB**

Sue received a grant application at 4:50pm. The grant has come from Gemma at Little Hulton & Walkden Step Into Action. They deliver around 70 food parcels a week and 90% of their engagement is in Little Hulton. They are asking for £500 for meals for people in the area and for food parcels. £400 will go to food parcels for a month and £100 for meals for a month.

The board agreed.

Meeting ended: 6:55pm

**Date and time of next meeting: Monday 1st March 2021 5.00pm - 7.00pm via Zoom**