**Little Hulton Big Local Partnership Board**

Minutes of the Meeting held 2nd November 2020 via Zoom

Present: Anthony Gritto, Gemma Fish (towards end of meeting), Rebecca West, Sharon Higgins, and Sharon Maddocks

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

Apologies: Carole Gallagher, Entela Isufi, Kirsten Robinson and Nathaniel Lynch

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

There were no declared conflicts of interest. It was noted that Society Inc were in the agenda and as Anthony is a volunteer for them, then he may wish to leave the meeting if he feels the need to.

1. **Minutes and matters arising**

The minutes from the previous meeting on 5th October were agreed as a correct record.

All matters arising have been dealt with.

Alison has been in contact with Nandos and they have agreed to the vouchers. Alison has emailed the manager of the Walkden branch to find out further details. This could be linked with the Toy Appeal at Christmas as something for the older teens. A final decision over this will be made at the December board meeting.

1. **Finance and plan extension**

Alison shared the end of year accounts

Grants/agreement £149.666

Other £48,840

Bike Track £4,000

Total £158,506

End of year spend £148,484

Carried over from last year £10,022

Alison has sent the request in to extend the plan. As the bike track is a new piece of work, Big Local will want to assess it as if it is a new plan to check if it is community support/engagement.

Alison shared the budget

October 2020 – March 2021 6 months extended budget:

Employment Discretionary Fund £3,000

Small grants £5,000

Meetings and Events £250

Peel Park Pavilion £500 – for bio diversity/habitat survey

Volunteer expenses £250

Youth Direct Delivery £5,000 – Was £8,000 but slightly reduced due to restrictions

Development Manager £19,803

Community Organiser £10,386

Youth Development Worker £656

Training £200

Travel £200

Backpay from April to March 20 £713

Business Rates £800

IT Maintenance £200

Photocopier/printing £1,500

Postage £50

Rent £1.00

Repairs and renewals £850

Service charges: Gas/Electricity £1,800

Service chargers: Water £550

Stationery £125

Telecoms and Internet £300

LTO Senior Management £3,000

Admin support £1,000

Employee Overheads £1,540

**Total budget for 6 months: £57,223**

The redundancy liability budget has been removed. If there is a need for redundancy money, then money can be requested from the Big Local Trust to cover this.

There isn’t a need to request additional money from the Big Local Trust for the next 6 months. If additional money is needed, then it can be requested. Money will be requested for the bike track for capital and revenue and the coffee machine to be used as part of a pop up café. Alison will send a proposal in the next 10 days.

In terms of the £1million, at the end of the 6 months there will be £323,611.46 with £60,000 for the bike track. By April 2021, there will be £250,000 left. If the pavilion goes ahead, there will be around £100,000 left.

1. **Youth Provision**

Activities have been delivered from mid-September to mid-October and were supported by the youth partnership to deliver outreach over the half term. Small group activities are not to be done during lockdown. Children In Need have been quite flexible with what delivery is happening.

Funding obtained through the charity and via the Children In Need fund will help to continue small group work. However, the youth club is not near to opening due to further restrictions.

The charity are recruiting a 25 hour post, the closing date for this is 4th November – as of this meeting no one has applied. The job has been advertised on the CVS website so use this if you wish to promote. If there are no applicants, then it can be put out to recruit again. Sharon and Fay will be on the interview panel.

A decision is needed on the 5 hour Youth Development Worker post. The contract for this post finishes at the end of November. The board decided that this post should come to its natural end in November, to avoid confusion over different employers of the two posts. The worker is entitled to a small redundancy pay-out with additional TOIL/holiday outstanding allowance. The worker is also owed money from the charity for 5-6 weeks work done for the Children In Need project. The charity are to be invoiced for the work completed.

It was suggested that a thank you letter from the board should be written as a thank you to Mandy. She has done an amazing job with the schools project at Wharton primary.

**Action: Alison to draft a thank you letter for Mandy for Sharon to sign.**

Things will still be posted online for the Youth Unity page, perhaps including some competitions during lockdown.

1. **Updates – Peel Park**

Charlie, the architect, is chasing a habitat survey which has been requested as part of the planning process.

The bike track has now gone through planning successfully. Access Sport should now be contracted. Work was due to start in November and to be completed by April but will probably be pushed back due to the virus.

Extra funding needs to be secured. Alison is to do a bid for the Community Committee Fund for £12,000. LHBL have put in £3,000. More information is needed from Access Sport about what the £12,000 will be used for. Alison has emailed them for a breakdown. This is the final payment.

1. **Food work**

Sharon Higgins has contacted the local Councillors to see if they would like to be involved with LHBL but has yet to get any feedback.

Cleggs Lane Church opened for its first service on Sunday, it is expected to be open as a foodbank next week. There has been no contact from Mustard Tree.

Sue updated on the food provision from LHBL. There is provision on Wednesdays. The service is a mixture of a foodbank and food club, and is in place of the service that Mustard Tree used to deliver. 54 bags of food were given out last week and this is steadily increasing. The local church, community shop and Fareshare have been providing the food, sometimes there are donations from individuals as well as Elaine from Tesco. A few people who are using the food provision are waiting for Universal Credit, this is currently a 5 week wait, which is why they are in need of food. There are lots of new people.

The foodbank is starting on Thursdays, so there will be two food provisions available. The foodbank will eventually be able to do chilled food. With the help of grant funding a display fridge has been delivered to LHBL.

An offer of £3,000 was given from the foodshare network (Salford CVS), for the charity. Fareshare used to donate food for free but they are now asking for contributions, the £3,000 will be used to cover this until the end of the financial year in March.

Before march there was more food provision in the area including Cleggs Lane, two community cafes and Mustard Tree – these are now all closed. Grassroots organisations have been the ones who have been supporting people. Sharon Higgins will report this back, as well as updating on LHBL, to the Councillors.

Alison has nominated LHBL for the Heart of Salford awards, as it shows how everyone is working together to help the community.

There is a scope for a large Zoom chat about food work with all organisations involved.

Rebecca reported that some foodbanks share bank details for donations so that people don’t have to go into the actual foodbank.

**Action: Rebecca to send information on the foodbank bank detail donations to Alison.**

Alison suggested that this could be done for the Toy Appeal. A wish list could be created on Amazon. Advertising how to donate would be good.

1. **New plan – what are the key questions? How can new get the answers?**

A consultation with local residents needs to be done within the next 6 months. There will still money to invest. What questions do you want answered to find the best way to invest this money? Questions are needed which will be agreed by the board.

It was decided that an open question would be best to use so to not influence any answers. Answers can be gathered into collective themes such as mental health, finance etc. Closed questions could be introduced later, giving people a multiple choice option.

Rebecca mentioned using Google forms if a survey needs to be conducted as it can be edited more easily and it gives a good report at the end.

**Action: Rebecca to circulate information around Google forms.**

After some discussion it was decided that the question should be:

What is the most important thing that needs to happen in Little Hulton post-Covid?

It was decided that this question should be asked in the new year.

Sharon M offered to send it to the debate society at Harrop Fold.

It was also decided that the work that LHBL has done needs to be circulated including the small grants which have been given, funding which has been brought in – perhaps adding a tag line, “look out for the big question” to spark interest.

1. **AOB**

Alison updated on the hub. Education is being asked to continue so Sale Sharks are looking to carry on. The hub is looking to stay open as long as Sale Sharks are open.

The hub will be open Monday – Friday with limited hours until 3.30pm.

Sale Sharks will still carry on face to face work with small groups of young people. The Covid safety of the sessions is the responsibility of Sale Sharks and they will work in a bubble. The other agents in the building will also work in bubbles so the hub doesn’t have to close if one bubble contracts the virus.

Sale Sharks have agreed to the proposed rent of £4,000 for 4 months to rent the space in the hub.

Society Inc have now vacated the hub and have moved into Cleggs Lane. Alison suggested a £400 rent to cover until the end of October, when they had said they were leaving. Society Inc left the hub earlier than suggested and have asked for a reduced rent of £300.

Visit from the Stork have a small baby hub and now have an additional desk space for part of the year. £500 rent has been asked from them for the next 6 months.

Sharon M asked the attendees to retweet any posts from the Headteacher of Harrop Fold on Twitter. This is due to Educating Greater Manchester airing this week and the expected negative impact that this will have on Little Hulton. Harrop Fold’s Headteacher will be posting positive messages to spread the good work supporting young people which has been done in Little Hulton community.

Fay reported that £3,000-£4,000 is spent on Christmas lights every year through the Community Committee Funding for Walkden and Little Hulton areas. They are looking at getting lighting onto the Little Hulton lampposts which will come to a cost of £4,000. Costs are slightly higher due to having to convert the lampposts. They will be put up, taken down, tested and put back up again, yearly. There are 8 lamposts at the Cleggs Lane/Manchester Road area leading to the precinct. Fay asked if LHBL are willing to support this.

The board agreed to donate £1,000.

It was also advised that a bid should be put into the ForHousing Community Fund for £500.

Sue informed everyone about two grants which have been brought over from the previous financial year. One is from the Cricket club and the other is from the newsletter group at Harrop Fold. As things have changed, Sue wanted to know if she should write to them asking what they’re spending the money on and ask them to spend by the end of the financial year.

It was agreed that Sue and Alison will draft a letter to ask for a breakdown on the money spend.

Alison asked that if anyone receives an email from Steve Skinner, to please reply.

**Date and time of next meeting: Monday 7th December 2020 5.00pm - 7.00pm via Zoom**