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| **Little Hulton Big Local Board Meeting**  **Monday 4th March 2019**  **17:30 – 19:45**  **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, Carole Gallagher (CG) Board member, Alison Jones (AJ) LHBL Development Manager**,** Susan Owen (SO) LHBL Community Organiser, Shelagh Higginbottom (SH) Board member, Entela Zhajaku (EZ) Board member, Stuart Wilde (SW) Board member, Steve Skinner (SS) Board member, Sharon Higgins (SH) Board member, Nathanial Lynch (NL) Board member, Mary Weldon (MW) Board member, Anthony Gritto (AG) Board member, Natalie Stokes (NS) Board member  **In Attendance**  Kirsten Blackwood (KB) Salford CVS DCEO,Karen Whitehead (KW) Society Inc,Ashley Chapman (AC) Salford CVS (minutes)  **Apologies**  Kate Lewis (KL) Board member, Fay Flatt (FF) Board member  Sharon Maddocks (SM) welcomed everyone to the meeting. Apologies were noted.  No new board members. Natalie Stokes (NS) and Rebecca West (RW) will share board membership. |  |
|  | **Declaration of Conflict of Interests**  NS declared a conflict of interest regarding Agenda item 7 – funding request from City west. It was agreed she would leave the room during the discussion. |  |
|  | **Society Inc Report – Karen Whitehead**  Karen Whitehead (KW) introduced herself and thanked the board on behalf of Society Inc for their grant. She explained the work Society Inc do and presented their End of Year Report, copies were available at the meeting. She also explained potential future projects and ideas, subject to funding.  SM asked about how they received referrals. Online on their website, local children centre, schools and self-referrals. Hopefully referrals to start coming through GP’s.  SM asked about plans for new premises. Been using Little Hulton Big Local’s (LHBL) space for a while and are exploring spaces to deliver training. AJ confirmed there is still capacity in the building and they are free to continue to utilise this.  SM asked whether volunteers progress on to employment. The organisations aim is to help people move through services rather than get stuck in them. A film will be shown at AGM, KW recommended attending and watching to see client’s stories.  AJ asked about the SMART recovery service, how many people use it. Numbers vary from 1-10 weekly.  AJ asked why they run a SMART service in Little Hulton. To provide accessible treatment to people in the area and sign post them to other local services. Addiction services for Salford are now further away at The Orchard. Financially people may not be able to afford this journey to access treatment.  AJ asked if KW is connected to LH. KW was born and grew up in LH.  NS asked about work in Sheltered accommodation. Society Inc are currently working on a 3 month pilot. 2 volunteers are working at Amblecoate providing mentoring and befriending. Befriending in communal space would be something Society Inc would consider in the future with the possibility of supporting residents to use Mature Movers.  Discussion around including a What’s on article in Newsletter.  KW explained Reverse mentoring to the board. Potential programme to run over the summer, using a pop up café theme.    The board thanked Karen. Karen left the meeting. | **Action 3.1** |
|  | **Minutes of last meeting & matters arising**  The minutes of the meeting held on 4th February 2019 were approved as an accurate record. Actions were discussed and action log updated.  NS reported back on City West’s Neighbourhood officers rubbish removal process.  City West recognised Handyman services were emailed to board.  Catch up required with Colin regarding Peel Park crossing petition to check whether contact has been made with the council. Potential newsletter article.  Kirsten Blackwood (KB) to look into VAT on new build once the board are closer to making a decision.  Further clarification from Seddon’s regarding car parking, staged process and other additional information needed.  Invitation for 4 board members to attend Big Local Measuring Change workshop. SH confirmed attendance. AJ to check Mandy Lee’s (ML) availability. Board members interested to let AJ know. | **Action 4.1**  **Action 4.2**  **Action 4.3** |
| **5.** | **Finance**  KB presented the finance report for October 2018- January 2019.  Business rates from the shop settled, will be included in February’s report.  Updated budget to be presented at April’s meeting. | **Action 5.1** |
| **6.** | **How much of the million is left**  AJ presented the 3 year budget (2017-2020) from the plan and provided an update on current expenditure and monies remaining.  It has been agreed that a legacy organisation will be created with the help of the Big Local million. Plans need to be discussed and decided in order to move forward. Additional funding will be required, this will be easier once CIO is registered. |  |
| **7** | **Task Group Updates**  **Capital Project**  AJ provided an update from the recent Capital meeting. Updated costings of £400,000 + VAT received from Seddon’s.  Officers meeting regarding Peel Park project scheduled.  Frank Hankinson (FH) and AJ are meeting to discuss the next steps regarding planning permission. Formal talks with Planning team to be arranged.  AJ presented the minutes from the recent Capital Task Group and updated the board on the Business Plan.  Initial business plan to be drafted to report to board in April.  Risk log to be updated.  Create funding thermometer for LHBL window.  **Funding**  Work to be done around funding for year 3 and transition from LHBL to Community Little Hulton.  AG and AJ are attending Power Up event on 5th March.  **Café**  Potentially trial cooking classes (charged).  Exploring ideas around further developing trailing café, potentially at the festival. Explore idea of a serving hatch. Look into Awards For All grant.  **Working with businesses**  Visit to Westhaughton Lads and Girls Club scheduled for 13th March, Karen, CD, SM and AJ looking to attend.  Continue to engage with Seddon’s.  Donner attended training session.  Employment & Enterprise to continue to develop ideas around engaging employers – potential around work placements and young people.  Big push to identify the difference the youth club is making (outcomes), ML will lead on this.  Feedback on Reports  Freestyle – suggestion for skate park at back of Pavillion.  **Employment and Enterprise**  **Including Step Up Grant, Start Up grant and funding request**  Cycling repair busness for £500. The board agreed to fund in principle.  End of grant / Monitoring report for grants awarded in year 1 and half of year 2 to be presented in May board.  **Step-Up grant**  Bounce back Education - £5000 – Providing free 1-1 tutoring in Maths and English to students at Harrop Fold. AJ has requested reference from School. The board ratified the panel’s decision with the following conditions:   * Complete Salford Safeguarding standards * Provide outreach sessions in LH. Offer to us space at LHBL or Peel * To support Sustainability signs up to the chest.   Discussion around possibility of providing work on the NEET project.  **Funding Request**  Funding request from CityWest to run CSCS training, email was circulated prior to the meeting. Invite to Sara to attend meeting on 28th March. More information and full conversation needed before a decision can be made.  **Grants**  The board ratified the following grants:   1. Women With Wings - £430.00 – Resources for business packs for people who want to start their own businesses. 2. City of Praise / RCCG – £750 – Week long career activity in the summer.   SM asked about the organisation Woman With Wings.  Funding certificates are being created for successful groups to display.  **Youth Unity**  SM present Mandy Lee’s workers report, papers were circulated before the meeting.  5 new volunteers recruited. References and DBS checks to be returned for 3 volunteers, role can start once received.  Currently dealing with complaint from residents regarding noise levels in the district centre on Thursdays. Lots of work is being done around this with help from Outreach workers.  Youth Unity’s 2nd birthday party – 16th March 2019, 1pm – 3pm.  Nathanial Lynch (NL) asked when the Outreach workers are starting.  Youth Unity requested a coloured printer. The board agreed this on the provision it is used sustainably and connects to the network.  7pm – Anthony Gritto left the meeting.  **Workers reports**  SO and AJ presented their workers reports which were circulated to the board prior to the meeting.  AJ and SM are attending a meeting with SCL regarding new Youth Alliance in Little Hulton on 18th March. | **Action 7.1**  **Action 7.2**  **Action 7.3**  **Action 7.4**  **Action 7.5**  **Action 7.6**  **Action 7.7**  **Action 7.8**  **Action 7.9**  **Action 7.10**  **Action 7.11**  **Action 7.12**  **Action 7.13** |
| **8.** | **AOB**  No other business. |  |
| **19.** | **Date and Agenda of next meeting**  The next meeting will take place on Monday 1st April, 5:30pm – 7:30pm in the LHBL premises.  Meeting closed at 19:45. |  |