Boston Big Local Meeting 12th January 2017 Age UK, William Garfitt House, 116 High Street, Boston

Name	Title	Resident/ Non Resident	Apologies
Richard Tory (RT)	Chair	R	
Richard Barclay	LTO	NR	
Jody Raggo (JR)		R	
Christine Hunter (CH)	Note Taker	NR	
Bill Badham (BB)	Big Local Rep	NR	Apologies
Lind Anso Edwards (LAE)		R	Absent
Wendy Griggs (WG)	LTO	NR	Apologies
Rachel A Lauberts (RL)	Facilitator	NR	Apologies
Sarah Colbert (SC)		R	Apologies
Louis Colbert (LC)		R	Apologies
John Bird (JBi)		R	Apologies

		ACTION
1.	Apologies : As above	AGTION
2.	Approve minutes of last meeting: Minutes were read and agreed as a true record, proposed by JR and seconded RT.	
3.	 Matters Arising that are not on the main Agenda: Plan 2017-2019. RT confirmed RT, JR and RL are having two meetings next week, and the week after to discuss the plan progression using themes from the Partner's Day event. The initial meeting will be followed by 2 public consultation events on 20th and 27th February 2017. RT passed JR a copy of the themes to read through and discuss next week. 	RT/JR
4.	 Running things: LTO Update – RB tabled the monthly financial report and bank statement and confirmed:- • The amount of funds in the bank from the statement dated 11/01/2017 was £72,330.30, including payment made to RL. • Up to January spend against budget was £49,969.50 with underspend and LTO 5% taken off. • The committed spend for the year was £64,161 for year ending 31st March 2017 WG requested • a list of committed spend organisations that will come in on target and be completed before 31st March 2017. • the report from Guidemark Publishing for Communications required approval before WG could pay outstanding invoice for October – Dec 2016. (see reports received below) • to be present at one of the meetings and discuss themes further before the plan is finalised in March. RT confirmed there would be an initial meeting with RT and RL to discuss themes from the 	RT/RL
	Partner's day event and move the plan forward. RT/RL would invite WG to the meeting.	RT/RL

		ACTION
	 January Underspend Young people's development fund, Older residents supporting croquet, Older residents fitness and wellbeing and Promote small business start-up – all underspends are the same as last month Older residents fitness & wellbeing – following discussion it was agreed RL would ask for no more invoices until we can ascertain what the funds received have been spent on and a report is received. Croquet Club – see proposals below. RT confirmed he and RL are meeting with Stuart Hellon on Wednesday 	RT/RL
	25 th January to discuss Boston Community Transport's arrangements for employing a paid Coordinator. Building the Partnership- RT confirmed we are hoping to encourage interest from attendees of the public consultation meetings.	KIME
5.	Doing things: Reports Received – RT handed the reports received from Boston in Bloom (no invoice), Memory Lane (£759.75 invoice), Guidemark Publishing (£1,360.80 invoice) and Boston United Football in the Community (BUFIC) for the Group members to review and approve. JR confirmed the BUFIC report showed increase in attendance from the BBL area. The Group read the 4 reports and agreed they be passed to the rest of the panel to review and give their agreement to pay the invoices. RT reported no invoice had been received from the Bloom Committee and suggested RL chase up.	RL/Other panel members
	 Recent Activity – see below Community Chest – RT reported on: a visit by the panel to the Boston Lincolnshire Down's Syndrome Group who had purchased their soft play equipment. JR had sent photos and an article to JB to put on the website. an email from Fran Taylor confirming that the Healthy Walks group are now an independent community group and are having a celebration walk and afternoon tea on 23/1/2017 at 1.40 pm at the Conservative Club, group members are welcome to attend. RT confirmed he would attend and give a cheque presentation of £1,000 at the same time. 	RT
	RT confirmed he had received an invite from Boston Women's Aid to a Boston Join the Dots event at Kirton Town Hall on 1 st February 2017. This is an all day networking event with other community groups. RL to obtain more information about the event and liaise with RT before he attends. <i>Proposals -</i> JR reported that the Croquet Club had confirmed they had an agreement with the Council that they were responsible for maintaining the fence and area but had the use of the pitch for free. The land still belongs to the Council. Following discussion it was agreed the £500 would be paid as funds had already been allocated. RL to pass the proposal to rest of the panel to review and give their agreement to pay.	RL RL

		ACTION
6.	Communications:	
	Communications Officer update – A telephone conference call was made	JB
	to JB. The Group reviewed JB's designs for banners and following	
	discussion asked JB to order 2 oval banners and 2 feather flag banners,	JB/RT/RL
	with cross over base and with the BBL logo as large as possible. JB	
	agreed to ask the company if they could provide artwork suggestions and	RT/JB
	to obtain a quote for the feather flag banners to be printed double sided.	
	She would send these to RT/RL as soon as possible. We could then place	
	the order to have the banners available prior to the Marathon event. RT	
	asked JB to liaise with RL about the tie on banners for the marathon event	
	with the wording "Sponsored by BBL" to then obtain some quotes for	
	prices, sizes etc. JB asked about publicising the consultation event days.	ı.
	The Group discussed and agreed the layout of the spring newsletter with	JR
	JB and how to promote good news stories. JB confirmed she will promote the Marathon event on the website & Twitter etc. JR confirmed he would	RT
	be attending the half marathon event as a competitor. JR informed JB	KI
	there will be an inter-schools Triathlon in March and he would forward	
	details to her after the event. RT will send JB details of the Health Walks	
	event cheque presentation for publicising.	
	Projects update - none	
7.	AOB: JR raised Fran's initial request for funding for the 1940's event and	
	confirmed she had contacted Boston Community Showcase and obtained	
	approx. £2,500 to hold the event. Funds previously allocated by the BBL	
	Panel would therefore be returned to the budget.	
	Dates of future meetings were discussed in relation to receiving reports	
	was discussed and it was agreed that we schedule every fourth meeting	
	to be a report review meeting. Dates of future meetings are listed below.	
8.	Date & Time of next meetings all to be held at Age UK High Street:	
	Thursday 9 th February 2017 6.00 pm	
	Thursday 9 th March 2017 6.00 pm	
	Thursday 3 March 2017 6.00 pm	
	Thursday 11 th May 2017 6.00 pm	
	Thursday 8 th June 2017 6.00 pm	
	Thursday 13 th July 2017 6.00 pm - Report Review Meeting	
	Thursday 10 th August 2017 6.00 pm	
	Thursday 14 th September 2017 6.00 pm	
	Thursday 13 th October 2017 6.00 pm - Report Review Meeting	
	Thursday 10 th November 2017 6.00 pm	
	Thursday 14 th December 2017 6.00 pm	
	Thursday 11 th January 2018 6.00 pm - Report Review Meeting	
	Thursday 11 th February 2018 6.00 pm	
	Thursday 11 th March 2018 6.00 pm	
	Thursday 11 th April 2018 6.00 pm - Report Review Meeting	

Meeting finished at 8.40 pm.