

**Boston Big Local Meeting 13<sup>th</sup> July 2017**  
**Age UK, William Garfitt House, 116 High Street, Boston**

Name	Title	Resident/ Non Resident	Apologies
Richard Tory (RT)	Chair	R	
Don Jenkins (DJ)		R	
Mike Gilbert (MG)		R	
Lind Anso Edwards (LAE)		R	
Jody Raggio (JR)		R (non-voting)	
Mary Wright (MW)		R	
Wendy Griggs (WG)	LTO	NR	
Rachel A Lauberts (RL)	Facilitator	NR	Apologies
Bill Badham (BB)	Big Local Rep	NR	
Christine Hunter (CH)	Note Taker	NR	
Richard Barclay	LTO	NR	Apologies
Sarah Colbert (SC)		R	Apologies
Louis Colbert (LC)		R	Apologies
Hana Rafajova (HR)	Guest		
Michael Rafaj (MR)	Guest		

Round table introductions were made and the group welcomed HR and MR to the meeting as prospective new members. BB gave an outline of BBL and how it fitted in with the Big Local picture and explained about the 4 themes and the Local Trusted Organisation (LTO). BB confirmed it was resident led and gave HR a copy of the latest newsletter. BB explained that if HR became part of the Group she would be asked to complete a partnership agreement as other Group members had.

1.	<b>Apologies:</b> As above.	<b>ACTION</b>
2.	<b>Approve minutes of last meeting:</b> Minutes were read and agreed as a true record, proposed by LAE and seconded RT.	
	<b>Matters Arising:</b> LAE asked for an explanation about the Fran Williams (FW), (The Chocolate Fairy) from the minutes of the last meeting. BB explained that it was about BBL connecting with the wider community, increasing awareness so residents know about BBL. As far as BB was aware RL had not heard from the FW and it was agreed to ask RL to chase up and see what events she could attend. RT showed the Group a copy of the large cheques purchased from Chris Cook print for presentation of funds at publicity events.	<b>RL</b>
3.	<b>Running things:</b> <i>LTO Update –</i> <ul style="list-style-type: none"> <li>• The amount of funds in the bank from the statement dated 10/07/2017 was £60,853.68.</li> <li>• First quarter of Year 3 bank payments up to 16<sup>th</sup> June is £15,476.85 excluding LTO payments of £2,904.55</li> <li>• Pending sign off of 9 reports there will be a further £19,520.42 to pay (including 3 invoices that have not been received currently).</li> </ul>	

		ACTION
4.	<p><i>First Quarter Monitoring Reports</i> – RL confirmed that there were 12 reports to be reviewed and invoices agreed for payment. The Group read through all reports and comments/actions were agreed as follows:-</p> <ul style="list-style-type: none"> <li>• <i>Boston Community Transport Scheme</i>- report read and unanimously agreed to pay first invoice for £3,000.</li> <li>• <i>Boston United</i>- report read and unanimously agreed to pay first invoice for £687.50.</li> <li>• <i>Boston Mayflower, Memory Lane</i> - the Group read the report and felt it was very comprehensive and showed extremely good value for money. The group unanimously agreed to pay first invoice for £505.33.</li> <li>• <i>BBC Triathlon</i> - the Group read the report and felt it showed very low numbers attended and JR stated this was due to capacity issues. The Group felt although it was good to see young people involved in sporting activities perhaps it needed to be better advertised for the next 2 years, possibly by using Endeavour Radio. The group to ask RL to speak to them, or if necessary arrange for a couple of members to visit, to give constructive suggestions on how to improve their marketing of future Triathlon events due to small numbers attending. It was agreed to pay the Q1 invoice of £925.40.</li> </ul> <p>JR reported the Community Chest gave the Geoff Moulder 1,000 to run a Teen Specific Triathlon but only 2 people attended so they included it in the Children's Triathlon. JR to discuss with Geoff Moulder how the funds were actually spent and report back at the next meeting.</p> <ul style="list-style-type: none"> <li>• <i>LCVS Invoices for £1,000</i> – RT explained BBL commissioned the LCVS to run large local events and Boston Bike night was a big successful event. MG asked if LCVS were looking to fund future Boston Bike Nights. RT confirmed we should not be funding Boston Bike Night next year. MG stated it was a great event that appealed to a wider audience than Boston. DJ stated shops benefitted and MG suggested there was potential to expand and we should be promoting and supporting it. It was agreed to pay the LCVS invoices for £1,000.</li> <li>• <i>Credit Union Invoice</i> – The group read the report and felt that the advertising was not reaching the right people with it being too wordy and expensive to advertise in the Press. It felt that advertising should be via Snapchat, Facebook etc, visiting schools, the College, community groups and the elderly. The group agreed to pay the initial invoice of £750 but RL to speak to them raising our concerns that they need to improve their marketing skills.</li> <li>• <i>Hansa Group</i> – The Group read the report and DJ stated this was working as he sees posters and books everywhere. R read an e-mail from the Hansa League. They had overspent on their quarterly allowance but the Group agreed to pull the funds forward to pay for the book printing. It was agreed to pay the invoice for £1,033.39.</li> <li>• <i>Guidemark Publishing Invoice</i> – The group red the report and agreed JB had done an excellent job. It was agreed to pay the invoice of £1,378.80.</li> </ul> <p>WG confirmed no invoices have been received for the following reports. The group agreed to ask RL to chase up these invoices for payment.</p>	<p><b>WG</b></p> <p><b>WG</b></p> <p><b>WG</b></p> <p><b>RL</b></p> <p><b>WG</b></p> <p><b>JR.</b></p> <p><b>WG</b></p> <p><b>WG</b></p> <p><b>RL</b></p> <p><b>WG</b></p> <p><b>WG</b></p> <p><b>RL</b></p>

		ACTION
	<ul style="list-style-type: none"> <li>• <i>BBC Family Inflatable Sessions</i>- the Group read through the report and agreed to ask RL to find out how many of the attendees were from the BBL area. For the next report they need to identify which schools they are working with.</li> <li>• <i>BBC Summer Beach Event</i>- The report has been forwarded before the event. We are benefitting from this as it brings people into the Town. The group discussed whether the sand is going to be covered and RT confirmed that the Council Parks will look after the sand which will remain in the park for the week. Event is due for 3-4 August 2017. The group agreed to pay the invoice of £7,800.</li> <li>• <i>Boston Marathon Invoice</i> – RT confirmed this was a successful event and we are committed funding of £2,000 for the next 2 years to go towards gizzits, t-shirts etc. We have given them £8,000 for the first 2 years. They have almost at a break-even position and it is about helping them build on what they have got. The group discussed how to build on the Marathon success for the town and make more of the event to bring in more trade. WG to ask the Marathon committee when they would like payment for the next Marathon event. JR stated they have already started putting this together.</li> </ul> <p>Aqua-physical activities update – RT reported K Sperring confirmed staff training would be on 02/08/2017 and will be for 4-5 instructors to run the classes which will be held twice a week. Most of the cost is for the equipment and funds need to be available to purchase this. The group agreed 1 payment of £7,700 for the whole 2 year period, which covers training and staff and buying the equipment. JR to inform KS so she can submit the invoice.</p>	<p>RL RL</p> <p>WG</p> <p>WG</p> <p>JR</p>
5.	<p><b>Communications:</b></p> <p><i>Conference Call</i> – was made to JB the flier was discussed and it was agreed to purchase 2,000-3,000. JBV to liaise with RT to finalise. LE suggested a list of events to be put on the flier. JB confirmed she will be attending the Beach event with her camera on 03/08/17.</p> <p>Photography/short videos were discussed and JB agreed to cover the event and encourage people to upload their pictures of the beach event on the website.</p>	<p>JB</p>
6.	<p><b>AOB:</b></p> <ul style="list-style-type: none"> <li>• CH to forward DJ's new e-mail address and HR's email address to RL for minute distribution.</li> <li>• DJ gave his apologies for the next meeting.</li> <li>• JR raised the theme of supporting small businesses in the original Plan. He had spoken to the Lead in the Chamber of Commerce re supporting small businesses and they mentioned putting on an event for start-up for local businesses. Following discussion it was agreed to support this if it included being for the self-employed. The costs would be £1,000 for the event. The group discussed this and BB stated that an additional line could be included under Theme 4 encouraging enterprise. Following discussion the group agreed to allocate £6,000 under Theme 4 listed as encouraging Small Businesses and Self-employed. JR stated Helen Thompkinson (HT)</li> </ul>	<p>CH/RL</p>

		<b>ACTION</b>
	<p>would need a SLA from RL. JR to pass HT's contact details to RL/WG to organise copies of this proposal. MG stated advertising the event on endeavour radio.</p> <p>RT confirmed he had talks with Matt Warman and Cllr. Claire Rylott and Boston in Bloom as the town is putting in a bid to get some funding to look into developing/improving central park as part of the anniversary of buying the park. They are planning a photo shoot of the Deco Garden.</p> <p>JR reported JG's Dog Sanctuary big band event is next Saturday if anyone wants to buy a ticket.</p>	<p><b>RL</b> <b>JR</b></p>
	<p><b>Date &amp; Time of next meetings all to be held at Age UK High Street:</b>  Thursday 10<sup>th</sup> August 2017 6.00 pm  Thursday 14<sup>th</sup> September 2017 6.00 pm  Thursday 13<sup>th</sup> October 2017 6.00 pm - <b>Report Review Meeting</b>  Thursday 10<sup>th</sup> November 2017 6.00 pm – <b>Legacy Evening</b>  Thursday 14<sup>th</sup> December 2017 6.00 pm  Thursday 11<sup>th</sup> January 2018 6.00 pm - <b>Report Review Meeting</b>  Thursday 11<sup>th</sup> February 2018 6.00 pm  Thursday 11<sup>th</sup> March 2018 6.00 pm  Thursday 11<sup>th</sup> April 2018 6.00 pm - <b>Report Review Meeting</b></p>	

The Meeting closed at 8.20pm