

Boston Big Local Meeting 8th March 2018
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	
Wendy Griggs (WG)	LTO	NR	
Lind Anso Edwards (LAE)		R	
Mark Baker (MB)		R	Apologies
Carole Lloyd (CL)		R	
Graham Lloyd (GL)		R	
Jane Bettany (JB)		NR	Apologies
Rachel A Lauberts (RL)	Facilitator	NR	
Bill Badham (BB)	Big Local Rep	NR	
Christine Hunter (CH)	Note Taker	NR	

1	Apologies: Received from MB and JB.	ACTION
2	Approve minutes of last meeting: Minutes were read and agreed as a true record, proposed by DJ and seconded CL.	
3	<p>Matters Arising:</p> <p>RL reported she had been doing some work regarding the solar panels; she will be getting 4 quotes for the panels for the Len Medlock Centre, finding out what the energy savings and costs will be for the building. RL confirmed that relating to the housing and associated issues she should have been setting up a meeting D. King of the Local Trust and Murray McDonald of Boston Mayflower to discuss further. Currently Boston Mayflower's merger with Shoreline Housing Group to make the Lincolnshire Housing Partnership (LHP), mean things are at a state of "flux" at present, so this will be put on hold and D King will be notified. CAB may be moving in October. BB suggested having an initial conversation but not committing to anything and then re-visit again in May. RL confirmed she had sent a card to Richard Barclay; she had one for everyone to sign for JB and suggested the group fund some flowers to be sent to JB with our thanks.</p>	RL
4	<p>Running things:</p> <p>a) <i>LTO Update</i> – WG presented the monthly budget report and confirmed:</p> <ul style="list-style-type: none"> • The amount of funds in the bank from the statement dated 08/03/2018 was £42,443.54 • Year 2 monthly expenditure up to 8th March 2018 including LTO fee was £75,686.10 • Underspends – Areas of underspend have been allocated to the Blackfriars lift. It will be necessary to split the cost of £22,000 over Years 3 & 4. Near the end of March/beginning of April we will know if it is going through. This will be invoiced in stages with part payments over 2 years once the invoices have been received. 	

	<ul style="list-style-type: none"> Outstanding invoices – Boston United’s celebration day event invoice for 	ACTION
	<p>£2,465 under theme 3.1.2 has been received which had been agreed in principal to pay when the signed agreement had arrived. The group agreed to sign off the invoice. There is also a Boston Bike Night invoice for £1,080 for theme 3.1.2. - the group agreed to pass for payment. Aqua-physical –they have sent an invoice but no report (only 1 report received so far). The missing report has been chased</p> <ul style="list-style-type: none"> WG has e-mailed Karen Keenan re. R Barclay’s retirement & Barbara O’Neil will be taking his place. WG has requested new LTO terms to sign and requested advice on utilising any under spend to cover the funding of Blackfriars lift. <p>BB explained how any year end funding not spent is returned to the Local Trust and put back into the pot to be used in subsequent years.</p> <p>b) <i>Mini Beach Event Funding</i> – RL sent everyone a copy of Fran’s request for additional funding of £715 for the mini beech event days covering Golden Oldies, Fun on the Beach and Back in Time. Following discussion the group unanimously agreed the funding. RL to inform Fran that this has been granted for the 3 events.</p> <p>c) <i>Mini Marathon – Ugly Bugs funding</i> – the group discussed the request for £300 per year to run the event. Following discussion concerns were raised that the group had no projections for growth or indication of sustainability plans. The group agreed this could be funded out of the Community Chest but they need to be told to apply direct for each event. The group felt a discussion needed to be had with the mini marathon organisers about sustainability and growth.</p> <p>d) <i>CAB Year 2 Funding</i> – RL reported that the group had already funded £12,000 for one year to support the Boston Community Transport Scheme under Theme 1.1.1. As part of their SLA they had to produce a business plan for getting started and projecting sustainability over a 2-3 year period. They are now requesting more funding (£9,000) for year two and the group has not seen their business plan for sustainability, however we have received reports on their day to day operations. Following discussion the group felt this was a good service to support but how they demonstrated their sustainability projections was the key. We need to see a business model that explicitly highlights their sustainability plans and whether the service is viable long term. RL to speak to the group before any further funding is agreed.</p>	<p>WG</p> <p>RL</p> <p>RL</p> <p>RL</p>
5	<p>Doing Things</p> <p>a. <i>Community chest</i> – Due to the adverse weather the earlier March meeting was cancelled. Following discussion it was agreed to be held at Age UK on Wednesday 14th March at 6.30 pm. MG, DJ and CL to attend. BB clarified this is about the Partnership taking stock of what we do with the community chest and how it is going to operate, the parameters of funding and guidelines they are going to be using.</p> <p>b. <i>Survey Questions</i> – BB stated that the Group’s reporting process on the newsletter, website etc are exceptional but it is the wider sense of change that we need to understand. We need a better feel of how things are changing within Boston using this questionnaire. The group agreed a sample of 300 completed questionnaires should be sufficient</p>	

	and we can use info-graphics to demonstrate how things are changing. The questionnaire was discussed and amendments were taken away	
		ACTION
	<p>by BB to action. How to obtain completed questionnaires was discussed and getting them completed at two or three events was agreed, i.e. the Hansa event, the beach event etc. to get a broader demograph. We could use Survey Monkey also on the website.</p> <p>c. AGM - was discussed in detail and BB stated there is no stipulation that we have to have an AGM, we could have a "Celebration" event, however we should do something as we are accountable to the community. Suggestions were made and it was agreed to have a Celebration and Review event showcasing what the group is doing. This will be held on Thursday 10th May or possibly Thursday 3rd May at the Len Medlock Centre between 3.00 – 5.00 pm. This would include catering and RL to speak to MB to advertise on the website. Fliers were suggested would be placed in the library, BBC offices, the Stump and all usual places. We could also put an article in the Boston Bulletin and advertise the event on Endeavour Radio. We should choose 2-3 people to speak briefly about what they have been doing over the last year with the support from BBL. RL to organise the event including catering, invitations, room booking, speakers, and speak to MB about advertising.</p>	<p>BB</p> <p>RL</p>
6	<i>Communications</i> – due to apologies received there was no conference call with the Communications Officer.	
7	<p>AOB:</p> <p>RT raised the issue of support needed at future events by group members. It was agreed he would bring a list of events to the next meeting so events could be reviewed individually with volunteer helpers allocated.</p> <p>Winter newsletter – the resident group members confirmed they had not received a copy of the winter newsletter. RL to ask JB if she had any information relating to delivery times, areas etc.</p> <p>Partnership Members from Local Trust. BB stated this was a Big Local Programme event and this year they are holding 1 large event at the end of June. BB asked for this to be added to the next meeting as an Agenda item. BB asked for volunteers so a couple of people from our partnership group could attend.</p>	<p>RT</p> <p>RL</p> <p>RL</p>
	<p>Date & Time of next meetings all to be held at Age UK High Street:</p> <p>Thursday 12th April 2018 6.00 pm - Report Review Meeting</p> <p>Thursday 14th June 2018 at 6.00 pm</p> <p>Thursday 12th July 2018 at 6.00 pm</p> <p>Thursday 9th August 2018 at 6.00 pm - Report Review Meeting</p> <p>Thursday 13th September 2018 at 6.00 pm</p> <p>Thursday 11th October 2018 at 6.00 pm</p> <p>Thursday 8th November 2018 at 6.00 pm - Report Review Meeting</p> <p>Thursday 13th December 2018 at 6.00 pm</p>	

The Meeting closed at 7.15 pm