

Boston Big Local Meeting 12th April 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	
Lind Anso Edwards (LAE)		R	
Mike Gilbert (MG)		R	
Wendy Griggs (WG)	LTO	NR	
Mark Baker (MB)	Communications	R	
Carole Lloyd (CL)		R	
Graham Lloyd GL)		R	
Bill Badham (BB)	Big Local Rep	NR	
Rachel A Lauberts (RL)	Facilitator	NR	
Christine Hunter (CH)	Note Taker	NR	

		ACTION
1.	Apologies : None	
2.	Approve minutes of last meeting : Minutes were read and agreed as a true record, proposed CL seconded LAE.	
3.	Matters arising that are not on the main agenda : RL confirmed the Len Medlock Centre will be meeting with the solar panels company and she will attend. D. King of the Local Trust had been in contact re the Housing project with Boston Mayflower to organise a meeting and will send dates when he will be available. Flowers and card were sent to Jane Bettany who was very grateful.	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 12/04/2018 was £32,055.06 with BBL expenditure to 6th April 2018 of £86,074.58 including the LTO fee. • Invoices received during the quarter can be paid once the approval has been given by the Group. • Blackfriars Lift we are looking to use the under-spend of approximately £16,000 which may be up to £17,000 and funding the remainder from Year 3 and 4 budget. We have agreed a payment rate of £500 increments. • Overspend was £45 for the Hanse Group and Woodville Park swing area of £2,872 <p>b. <i>Monitoring Reports</i>- These have been split into 2 groups as some reports that have to be agreed before payment is made (b1.), and some have already been paid up front (b.2) and the Group are just approving the reports as they meet the service level agreement.</p> <p><i>b.1 Boston Community Transport Q4</i> – Invoice for £3,000 – meets SLA criteria final payment as funding for 1 year, they are aware they will</p>	

		ACTION
	<p>need to apply for further funding. RL to ask for a copy of their Business Plan, RL/WG confirmed that no further funding has been allocated for next year at present. Report read and agreed for payment.</p> <p><i>GMLC - Holiday Inflatable Family Sessions & Crash Course Swimming Lessons.</i> No reports have been received. RL had an emergency meeting with Phil Perry (PP) from Boston Borough Council (BBC) regarding the family inflatable sessions as D Horry has failed to submit reports. Whether to continue with future funding was discussed, and currently the Group agreed to pull the funding for the inflatable sessions and crash course swimming lessons and not pay for last quarter as they did not provide reports. PP has been invited to the Birthday celebrations and it is hoped that future projects involving the GMLC will be better managed.</p> <p><i>Boston UTD Football Club Community Foundation - £687.50.</i> Concerns were raised about our logo not being on current advertising material; as it has been in the past. Attendance numbers were discussed and the attendance from BBL area was quite low. RL confirmed they did meet the SLA except for the advertising. RL to speak to them about including our logo, advertising aimed at targeting children in the local area and MG suggested putting something on social media. The Group agreed to pass the invoice for payment.</p> <p><i>Memory Lane – £869.34</i> RL stated the report was very comprehensive and the group read through and agreed to pass the invoice for payment.</p> <p><i>BBC, Aqua Physical. - £1,9250 –</i> RL confirmed this was the last payment as the project was for 1 year only; the group were already making money and moving towards being sustainable. The group agreed to pass the invoice for payment.</p> <p><i>Fit for your Future –</i> RL confirmed they are compliant with their SLA and proposed approving for payment. The group read the report and agreed to pass the invoice for payment.</p> <p><i>Lincolnshire Credit Union £750.00 –</i>RL had attended a meeting with the Credit Union and suggested how to make their business more informative and interesting and recommended we approve the payment. The Group agreed to pass the invoice for payment.</p> <p><i>Guidemark Publishing –</i> The Group read through the report and commented how good the service had been and agreed to pass the invoice for payment.</p> <p>b.2 <i>Cycling Roadshow –</i> this has not happened yet and Ian Farmer provided a report to show proposed plan of action. They have asked for advance funding to hold the event. This was approved by the group.</p> <p><i>Dog Fouling -</i> Jen Moore will catch up with the report at a later date.</p> <p><i>Boston in Bloom –</i> the group read through the report and agreed to support the project. MB suggested creating a specific logo which he would forward to Group members for agreement.</p>	<p>RL/RT WG</p> <p>RL</p> <p>MB</p>

		MB
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	<p><i>Community Play Equipment in Woodville Road</i> - Fran Taylor had provided a comprehensive report that the group agreed to support the scheme.</p> <p><i>Large & Small Events Scheme- Boston United</i> applied to hold two events but the one due to be held on the last day of the financial year was cancelled due to double booking. This leaves an under-spend of just over £2,000. £15 was left from the large events budget and the 2 small events came in at less than £1,500, leaving a surplus of £312. The surplus is to be ring-fenced for <i>The Ugly Bug Marathon</i> – with the intention of helping to make the event sustainable, it is their intention to charge a £2.50 entry fee. The Group agreed to approve the report.</p> <p><i>1940s Event</i> – has been budgeted for and the Group read through how the event is progressing as this was for information only and does not need to be approved.</p> <p><i>Beach Event</i> – has been budgeted up front. The report showed a breakdown of the event spending. Boston Mayflower have agreed to fund the materials for the Craft Tent and the Skegness Council want to attend the event bringing their own trailer and their Jolly Fisherman mascot. The group agreed to approve the report.</p> <p>c. <i>End of year reporting to Local Trust</i> – WG raised concerns re. Local Trust requiring a year end report before the actual year end (around mid March). She would prefer to have all the items finalised, not an interim report. Following discussion it was agreed that WG would have a discussion with Karen at the Local Trust to clarify.</p>	WG
5.	<p>Doing things:</p> <p>a. <i>Community Chest</i> – The previously arranged meeting was cancelled due to weather. The re-scheduled meeting was agreed to be Tuesday 24th April at 6.00 pm at Age UK. RL to book the room.</p> <p>b. <i>Upcoming Events</i> – RT confirmed that support was required for attendance at these events, as he could not attend the Boston Marathon on 15th April, it was agreed BBL's presence was not required. Attendance at events was agreed as follows:</p> <p><i>10th May Birthday Event at Len Medlock Centre</i> – all who can to attend for an hour before and after to help set up and clear up.</p> <p><i>16th May Start Up Event at White Hart Hotel</i> - RT and DJ to attend with leaflets, badges and banners.</p> <p><i>26th May Hansa Day</i> – RL and LAE to attend with questionnaire, leaflets etc. CL and GL will also attend and will confirm times they are available.</p> <p><i>17th June – 1940's Event in Central Park</i> RL and DJ will attend MB will try to attend if he is free.</p> <p><i>27th July – Cycling Roadshow</i></p> <p><i>Boston United Event – 29th July</i></p> <p><i>10th August – Active Boston in the Park</i></p> <p><i>13th August – Golden Oldies – 2 hours session at the Beach Event.</i></p> <p><i>16th and 17th August – Beach Event</i></p> <p><i>27th August - Boston United Event</i></p> <p><i>21st August Fun on the Beach (for people with learning disabilities)</i></p>	<p>RL</p> <p>ALL</p> <p>RT/DJ</p> <p>RL/LAE</p> <p>CL/RL</p>

		ACTION
	<p><i>28th August – Back in Time on the Beach (for the Dementia Group)</i></p> <p>c. <i>AGM Birthday arrangements – 10th May at the LMC</i>, room booked between 2.00 pm – 6.00 pm, with members asked to attend at 2.00 to set up and stay later to clear the room. The event will run between 3.00 – 5.00 pm. A list of partners to invite has been drafted, discussion ensued about partners bringing residents but room capacity limits this. Presentations will be done by K Sperring, J Moore, Fran Taylor and A Fairman covering various themes from the Local Plan. Catering has been booked and all are invited to attend. MB showed the group 3 designs for the invite and version 3 was unanimously chosen.</p>	
6.	<p>Communications:</p> <p><i>Welcome to Mark</i> – MB confirmed he has sent out tweets and posts on social media and has been sharing good news stories on the website. He has put all reports on the website and wants to include a Marathon cheque story and advertising the Birthday event. MB confirmed he had the electronic version of the survey and it was agreed that RL would print off 200 paper copies, MB to send out digital ones with the first paper copies to be used at the Birthday event followed by the Hansa event.</p>	<p>MB</p> <p>RL/MB</p>
7.	<p>AOB: RL confirmed the Local Trust had offered some free media training for Group members. Interested parties to contact RL and she will book a room for the training at either Age UK or the Len Medlock Centre. The group discussed and agreed to provide a trophy at the Birthday event for 1 of the partner groups in recognition and thanks for their hard work and support. MB to source the trophy.</p>	<p>ALL/RL</p> <p>MB</p>
8.	<p>Date & Time of next meeting: Next meetings will be on Thursday 10th May 2018 all 2.00 for a 3.00 pm start and a 5.00 pm finish with clearing up after. The venue will be at The Len Medlock Centre, Boston.</p>	

Meeting finished at 7.45 pm.