

Boston Big Local Meeting 9th April 2020
Via Zoom

Name	Title	Resident/ Non Resident	Apologies
Richard Tory (RT)	Chair	R	
Don Jenkins (DJ)	Deputy Chair	R	
Lind Anso Edwards (LAE)		R	Yes
Mike Gilbert (MG)		R	Yes
Mark Baker (MB)	Communications	R	
Carole Lloyd (CL)		R	Yes
Graham Lloyd (GL)		R	Yes
Nick Thompson (NT)		R	Yes
Jody Raggo (JR)		R	
Izabella Meyer (IM)		R	Yes
Katy Roberts (KR)	Plan Coordinator	NR	
Darren Bayley (DB)	LTO	NR	Yes
Bill Badham (BB)	Big Local Rep	NR	
Fran Taylor (FT)	Council and BBL	NR	
Jackie Lane (JL)	LCVS	R	

1.	Apologies: Apologies received from CL, GL, NT, MG, IM and DB – reports approved by CL and GL prior to the meeting	ACTION
2.	Approve minutes of last meeting: Minutes were read and agreed as a true record, proposed JR seconded DJ.	
3..	<p>Matters arising not on the main agenda:</p> <ul style="list-style-type: none"> • Actions arising out of the previous minutes have been parked due to the current Coronavirus pandemic. • Reference was made in the previous minutes to the possible emerging Coronavirus situation. RT reported that KR had shared an article on Facebook regarding the production of face visors by a Technology teacher at Boston High School. KR had approached the teacher who had sent an email with further details and costs. She has had nearly 1000 orders for visors from Pilgrim and Lincoln hospitals, GP surgeries, care homes etc. For approx. £50 (including delivery), a pack of 10 sheets of polypropylene would help produce 400 visors. RT felt this was a small amount and that it would be good for BBL to support such an activity. JR agreed. The group decided to give £125 towards the visor production. RT also suggested having an upper limit of £1000 and should the teacher require further support after the initial donation, KR could use her discretion to contribute. 	KR
4.	<p>Running things:</p> <p>A. LTO Update – the financial figures had been circulated to the group before the meeting.</p> <ul style="list-style-type: none"> • Bank balance at 12th March 2020: £26,630.73 • Year 5 Spend by Theme <ul style="list-style-type: none"> ○ Theme 1 = £15,297.73 ○ Theme 2 = £32,198.22 ○ Theme 3 = £37,940.83 ○ Theme 4 = £6,786.50 ○ Theme 5 = £17,930.63 ○ BBL expenditure to date: £110,153.91 	

	<ul style="list-style-type: none"> • Overspend 1.3.2 by £422. This relates to the cancelled event due to the weather. • Overspend by 2.1.1. by £1,544. This relates to increased costs in the environmental project due to start-up costs. Agreed with Boston Borough Council that next year's budget will be reduced. • Overspend on 2.3.1 by £9,500. The cost of the Pirate Ship was spread over two years in the BBL plan and should have been in one hit. • Overspend 5.2.1 by £116. This relates to insurance that had not been budgeted for. • Overspend on 5.2.2 by £268. This relates to the purchase of large cheques. • Overspend 5.3.1 by £3,112. This relates to using SPS for the delivery of the leaflets and printing costs. • Underspend: Nothing to report • Outstanding invoices: Nothing to report <p>B. BL Rep updates</p> <ul style="list-style-type: none"> • BB started by thanking DB, KR and RT for keeping on top of the finances this year and the general smooth running of activity throughout the year. • BB stressed that as rep and the Local Trust in general they are there to help the group in these extraordinary circumstances that we are in. • Local Trust has supported Big Local areas to access Zoom accounts to be able to continue meeting. There are opportunities to share learning through this. • Local Trust are seeking stories on areas' responses to Coronavirus and asked to group to reflect on what the impact of what is happening on the area. This can be revisited later in the year when looking at legacy and accountability. 	ACTION
5.	<p>Doing things:</p> <p><u>A. Discussion of Quarterly Reports and approval of spend for Q4 2019-2020</u> Reports were circulated prior to the meeting and a Powerpoint shown detailing key highlights. All the projects will be affected by Coronavirus going forward.</p> <ul style="list-style-type: none"> • <u>Embroiderers Guild</u> All happy with the report. • <u>Boston Woodcarvers</u> It was noted that the Woodcarvers had moved from their temporary home at Shodfriars and were now working out of the Black Sluice Café on the larger wood carving project as well as the separate Mosaic group. All happy with the report. • <u>Arts for Dementia – LHP</u> No report submitted as yet however Debbie has kept the group up to date with the changes in activity, namely telephone contact with clients and activity packs being sent out. The group were happy with the update. • <u>Cycling Roadshow/Active Boston/Beach/1940s Event</u> FT updated the group on the situation with these events. DJ expressed his disappointment on the 1940s event being cancelled already but understood the reasons behind this. <p>FT added that it is still unclear about timescales and Central Park remains shut during the lockdown. The Council were now in a situation on needing to make a decision on the other events as the closer they get to the events taking place, the more money they are likely to lose and asked the group to consider</p>	

<p>whether the events should go ahead. The Cycling Roadshow is scheduled for July 24th, Active Boston is 7th August and the Beach events running throughout July and August.</p> <p>DJ was inclined to let the events run however FT was mindful that there were already non-refundable deposits and a number of the exhibitors had 90-, 60- and 30-day terms where by additional costs would be added. BB stressed that the a decision on whether the events went ahead would ultimately lie with the provider of the events rather than the group as a funder, and would be guided by current Health and Safety or Government advice and asked FT what BBC's feelings were on the matter. FT confirmed that all events up to July were not going ahead and the Council was either postponing and moving the date on where possible or cancelling entirely. Her feeling was that a decision would be made imminently on events after July.</p> <p>To date, FT stated there would be losses of approx. £1000 for the Cycling event and £100 for the Beach. The group were already aware of approx. £722 costs from the 1940s event. FT is awaiting confirmation of costs for Active Boston but the longer they came to making a decision, the non-refundable costs would continue to rise. RT felt that events should be stopped as early as possible to avoid potential spend. DJ agreed.</p>	<p>ACTION</p>
<p>BB added if things are looking better later on in the year, there was nothing to stop the group in looking at putting on an event when things have settled and restrictions on public gatherings are lifted. The group agreed that funding could be used for a celebration event. RT asked FT to draw a line on the events now and work out a list of costs so far and to let KR know what these are to see what is available for a potential event in the future. As BTAC is a funder in the 1940s event, a decision would need to be made whether BBL would pick up all these costs.</p> <p>The residents understood the exceptional circumstances that the Council faced and expressed their disappointment that it had come to this. But hoped a celebratory event could be organised once the situation was clearer.</p>	<p>FT</p>
<ul style="list-style-type: none"> • <u>Boston Samaritans</u> <p>All happy with the report. KR informed the group that there is £350 unclaimed by the Samaritans which was initially intended for a gazebo. MB informed the group that all outdoor fundraising and outreach work has now been cancelled due to COVID-19 and asked whether this could be used towards rent. All agreed. MB to organise for an invoice for the balance to be sent.</p> <ul style="list-style-type: none"> • <u>Boston In Bloom</u> <p>All happy with the report.</p> <ul style="list-style-type: none"> • <u>The Buoys Project</u> <p>No report submitted however Lucy Lumb had emailed a brief update through indicating the siting of the buoys and completion of one of the residencies would be delayed.</p> <ul style="list-style-type: none"> • <u>LCVS Environmental Co-ordinator</u> <p>All happy with the report. JL informed the group that the outdoor activities would not be able to go ahead but would use the time to complete procedures and marketing materials.</p> <ul style="list-style-type: none"> • <u>Community Consultation</u> <p>FT presented her report to the group. Opportunities to meet with groups are now very limited so she would use the time to email groups but conscious that many may not able to pick these up either. KR offered the use of her</p>	<p>MB</p>

	<p>SurveyMonkey programme to run some basic surveys which could be picked up for more focussed conversations when we start to look at revisiting the Plan later in the year. FT will compile some questions.</p> <ul style="list-style-type: none"> • <u>Neil Watson Photography</u> <p>The group were happy with the report. Neil indicated that all bookings for 2020 have now been cancelled so will be working on the Railway Exhibition work during the year and provided options for how the second year funding could run. The group had a preference towards Option 2 - Continue with preparing the display materials, and spend say a further £1000 during the rest of 2020, and move the balance of funding payments into 2021 budget.</p> <ul style="list-style-type: none"> • <u>Citizens Advice Mid Lincolnshire</u> <p>All happy with the report. DJ stated the importance of this service during these uncertain times.</p> <ul style="list-style-type: none"> • <u>Boston Hanse Group</u> <p>All happy with the report. DJ questioned the amount claimed. KR confirmed the majority was for flights for the Germany visit which has now been postponed. These are now in voucher form and can be used when the visit is re-arranged.</p> <p>KR to circulate the invoices to RT, DJ and MB for approval before sending to Lincoln for payment.</p> <p><u>B. Additional £50,000 from Local Trust</u></p> <p>KR explained to the group that the area will benefit from an additional £50,000 from Local Trust. This was a payment that was due to come to the area however the timing of the announcement meant a number of Big Local areas had assumed the funding was to be used to respond to Coronavirus. The group discussed possible uses for the funding. MB suggested using the funds to help organisations “reset” once things returned to normal. BB confirmed that he was delighted that the area had received this funding boost and suggested that the group put it in the pot and wait for things to settle down to assess what is needed.</p> <p><u>C. Top Trumps</u></p> <p>RT informed the group that he had been looking at the possibility of creating a Boston Top Trumps. Prices had been sourced for 1000 packs which would achieve the most value for money. The maximum outlay for BBL would be in the region of £3000, with packs being sold at £4.99. RT talked through his suggestions for categories and linking in with other organisations such as the Heritage Grants Group, BTAC and the Preservation Trust who could potentially contribute towards the costs. MB felt this was a great way of highlighting the heritage in town and would not be as costly as the Monopoly idea. The group were in favour of looking at this further. KR will make contact with the other organisations to look at a way forward. JR suggested carrying out some community consultation, possibly via Facebook.</p> <p>.</p>	<p>ACTION FT</p> <p>KR</p> <p>KR</p>
6.	<p>Communications update:</p> <p>MB stated that the newsletter had now been delivered. Only RT and DJ has received a copy, therefore MB will investigate to see if delivery was halted due to Coronavirus as not everyone has received it. MB is continuing to keep an eye on social media and adding posts regularly.</p>	<p>MB</p>

7.	A.O.B. <ul style="list-style-type: none"> • FT confirmed to the group that during the meeting she had now received confirmation that the events are going to be cancelled. A press release will follow. 	
8.	Date & Time of next meeting: Tuesday 5th May 2020 – Funding panel. Thursday 14th May 2020 – Residents Panel Meeting. Both meetings to start at 5pm and via Zoom assuming the situation remains the same.	

Meeting finished at 5.15pm