

**Boston Big Local Meeting 12th November 2020
Via Zoom**

Name	Title	Resident/ Non Resident	Apologies
Richard Tory (RT)	Chair	R	
Don Jenkins (DJ)	Deputy Chair	R	
Mike Gilbert (MG)		R	
Mark Baker (MB)	Communications	R	
Carole Lloyd (CL)		R	
Graham Lloyd (GL)		R	
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	
Bill Badham (BB)	Big Local Rep	NR	
Fran Taylor (FT)	Council and BBL	NR	

		ACTION
1.	Apologies: Apologies received from NT and IM	
3.	Approve minutes of last meeting: Minutes were read and agreed as a true record, proposed DJ seconded RT.	
4.	<p>Matters arising not on the main agenda:</p> <ul style="list-style-type: none"> • KR has spoken with Jackie Lane from LCVS. Due to the second National Lockdown, there is a concern that the hours for the project will not be fully used as the proposed projects will be on hold. LCVS are speaking with Lincolnshire Wildlife Trust regarding a possible Naturehood project in the BBL area, which if residents were in agreement to, JL could use some of her time to carry out a scoping exercise in the spring. JL has produced a progress report and Naturehood document, which KR will circulate after the meeting. KR asked for residents thoughts on this. MG recognised that the project was moving in the right direction and had engaged with members of the community before lockdown started. • Following last week's COVID Funding round, KR had circulated a response from Blackfriars regarding the further details requested for the ventilation system. All were satisfied with this and recommended funding be allocated to the group, to be released when the project was ready to go ahead. KR will contact Blackfriars to let them know. 	<p>KR</p> <p>KR</p>
5.	<p>Running things:</p> <p>A. LTO Update – DB had previously forwarded the financial figures, which were circulated to the residents prior to the meeting. Bank balance at 11th November: £22,611.11</p> <ul style="list-style-type: none"> • Year 6 Spend by Theme <ul style="list-style-type: none"> ○ Theme 1 = £4,135.88 ○ Theme 2 = £5,775.50 ○ Theme 3 = £18,847.72 ○ Theme 4 = £2,750.00 ○ Theme 5 = £8,943.88 • BBL expenditure to date: £40,452.93 • Overspend: 5.2.2 – Overspend by £218 on insurance due to not being budgeted for. 	

	<ul style="list-style-type: none"> • Overspend: 3.4.1 – Overspend by £508 due to the amazing Boston Top Trumps, although this will be recovered when the match-funding is received. • Overspend: 3.4.2 – Overspend by £145 due to the unexpected purchase of Hand Sanitiser units. • Underspend: Nothing to report. • Outstanding invoices: Nothing to report <p>DB has sent the invoices to the Townscape Heritage Project (for the Trumps), Nottinghamshire Credit Union and the Butterfly Hospice (for the return of funds). He has received responses that payments will be made in the next fortnight. BB asked if consideration had been given to the potential underspend. With the COVID-19 Funding round, this has in part been addressed. The group will take stock in the new year what the position will be, with the potential of rolling forward into the new plan. DB has also started the process to request the remaining funds for this year.</p> <p>B. BL Rep updates</p> <ul style="list-style-type: none"> • BB highlighted some free Fundraising Workshops for Small Charities and Community Groups, with the Institute of Fundraising taking place over the coming weeks. • He thanked everyone for submitting their Partnership Reviews. • BB wanted to say well done to the group for responding to the COVID crisis and keeping moving forward to meet the needs of the residents. 	ACTION
6.	<p>Doing things:</p> <p><u>A. Quarterly reports for discussion and approval</u> Reports were circulated prior to the meeting.</p> <p>Boston Borough Council Environmental Project: A request was made if monies allocated for the primary school workshops could be rolled over to April 2021. KR to make contact with Jen Moore to find out what costs would be involved in this to ring-fence for the next plan.</p> <p>Community Garden Project: FT presented the final report for this project. The project ran from early October until the 4th November, finishing on the eve of Lockdown 2. There had been a number of volunteers involved including the Prince's Trust Teams group, day nurseries and day care centres. There are a few things outstanding including installation of bins. FT said this area of Central Park had now been completely transformed and thanked BBL for supporting this project.</p> <p><u>B. Top Trumps</u> The cards have now been launched. There had been a lot of media coverage of the project. On the launch day, RT had sold 46 packs, with seven further packs sold after RT had left the event. Fydell House had now nearly sold out of their original allocation so RT had provided them with more parks. The Stump had also had good sales so a further box has been delivered there. The Guildhall, Blackfriars and Heritage Lincolnshire were selling theirs online. The group has had very positive feedback and had explored getting more cards printed but with the second Lockdown this is on hold. The card company is also looking at providing a fulfilment service in 2021, which may be of interest to the group.</p> <p><u>C. 2021-23 Plan Development</u> BB talked through timeframes and activities over the coming months. The group will carry out a review of the current plan, which will be submitted in January, while working on the new plan, which ideally will be submitted by the</p>	KR

	<p>1st March, to allow for Local Trust to meet with the group to review and assess. BB stressed that there needs to be consideration for legacy. The group took part in a discussion starting to look at the current plan. KR will circulate a survey for completion to add to the “post-it” discussions.</p> <p>The group then discussed what lines should be kept in for the next plan. The residents wished to put an unallocated pot into each theme, to allow for flexibility on projects that arise as part of the recovery from COVID-19. It was agreed to allocate a maximum of £10,000 per theme. KR to reflect the discussion in a new framework for discussion at future meetings.</p> <p>DB said that more consideration needs to be given to Theme 5. Items such as insurance had not been included in the previous plan and more funds needs to be allocated to the newsletter production and distribution. Theme 5 is to be reviewed further at the next meeting.</p>	<p>ACTION</p> <p>KR</p> <p>KR</p>
6.	<p>Communications Update: MB explained that the newsletter had been printed and had been delivered by the Rotary Club again. MG reported that there are new estates in the BBL area and the group had run out of newsletters. MB to look into this. It was noted that the newsletter had been delivered to businesses too. MB has done a number of Facebook/Twitter posts during the month relating to promoting the Trumps cards.</p>	<p>MB</p>
7.	<p>A.O.B.</p> <ul style="list-style-type: none"> • BB thanked MB for agreeing to speak with another Big Local area regarding communications support. 	
8.	<p>Date & Time of next meeting: Residents Meeting: Thursday 10th December, 5pm via Zoom assuming the situation remains the same.</p>	

Meeting finished at 7.20pm