

Distington Big Local
Distington Community Centre, Church Road, Distington CA14 5TE



Distington Big Local Ltd /Partnership Board Meeting
6 December 2016, 3-5pm
Distington Community Centre

Present: Rhoda Robinson (Chair), Julia Powley, Alison Boyd, Norma Pritt, Josephine Greggain, Pat Nelson, Annette Whitehead, Christine Pattinson, Karen Hodgson, Carl Cooper, Sue Hunter, Bridget Johns, Alan Lowe, Ingrid Morris (Minutes), Pete Duncan

Apologies: Paul Tharagonnet, Alison Jackson, Holly Dennis (PCSO), Shelley Hewitson

87.16 Welcome The chair welcomed everybody and advised that Gayle Maxwell has resigned from the Board due to personal reasons.

88.16 Conflict of Interests Christine Pattinson declared a conflict of interest on future funding support for the Club for Young People which is on the agenda for today's meeting.

89.16 Minutes of Previous Meeting Were passed as a true record.

90.16 Election of Vice Chair The Chair, Rhoda Robinson, nominated Norma Pritt, who agreed to stand, and was unanimously voted in.

91.16 Matters Arising (and not covered elsewhere)

CCTV Alan advised that he had met with the contractors on 5 December 2016 who advised that the cameras would be better placed on the church rather than the community centre as the church would offer a greater coverage area. Julia is waiting for confirmation from the Archdeacon that it is still OK to go ahead with placing the camera on the church. Installation of the cameras will take a couple of weeks as the company is still awaiting delivery of them. The funding agreement with the Parish Council for DBL to pay £5,000 for the CCTV is now in place. The Parish Council will pay the remainder amount of approximately £6,051 and claim the VAT back on the full amount (£11,051).

Defibrillator The defibrillator and case have now arrived and are ready to be installed on the outside of the Community Centre. *Action: Alan & Ronnie to install.* At the last meeting it was discussed that the Board might purchase another case for the Rugby Club, who it turns out don't have a defibrillator. There is other funding available to potentially pay for these. A Parish Council member has this information and will take it to their next meeting. Bridget from CVS also forwarded information on potential funders to *Ingrid who will pass the information on to the Parish Council.*

Annual Review The draft annual review was passed by all members. *Action: Alan / Ingrid to send this to Big Local (including photos) put it onto our website and sign post people to it on Facebook.*

British Legion Land Our latest update from the solicitors is that they are hoping the sale will be completed by Christmas. They have also forwarded paperwork regarding a request to lease or buy the garden of 10 Church Road and we will need to address this once the sale has gone

through. Pete Duncan advised we arrange an extra meeting to discuss how to move forward with plans for the land. We will need to put a project plan in place including consultation methods, timeline, procuring etc. There are funding pots (Locality) available for start up /feasibility studies.

92.16 Big Local Plan 2017 The draft plan put together by Alan was discussed. Things are moving on the proposed Community Centre extension with approval needed from Home Group and the Parish Council. If DBL is approached for, and agree to funding, it will probably be included in a subsequent plan, not the one we are currently working on. It was decided that our next plan will be for 12 months. Alan will draft it and run it past the Chair, Vice Chair and Treasurer for approval before submitting it. *Action : Alan.*

93.16 Development Workers Report Matters discussed

Village Maintenance The Handyman repairs service is now up and running.

Bus Shelters Mr Parkinson is still objecting to the proposed shelter on Common End and is threatening to take legal action if we go ahead. We are waiting for a decision from the Chief Executive of Cumbria County Council as to whose responsibility the boundary wall of the property is. The Board has decided that if CCC are happy to proceed we should go ahead with installing the shelter.

Action : Alan. Funding for other bus shelters in the village proposed by the Community and Environment group was agreed at the Board Meeting on 6 September 2016 since which a proposal has been put forward to install a new Bus Stop on Prospect View, near where Myers & Bowman was. *Action: Alan* to begin exploring this with the appropriate people.

Good Grub Club The next one will be on Tuesday 10 January, 3:30pm at the Community Centre. It is hoped that having it at the earlier time will enable more young families to attend straight after school. If numbers don't pick up after a few months in the new year we will consider stopping this project.

Befriending Scheme To date three volunteers and two people who would like to receive visits have been referred to Age UK,

94.16 Sub Group Recommendations

Distington Club for Young People The Young People's & Families group recommended that we fund the CFYP £16k per year over 3 years which is the length of their next Business Plan. Due to the amount of other match funding sought, CFYP is asking for less per year than previously. Some Board members felt that they needed more qualitative information of how the funding was spent and the impact of it. Clarity is needed on the process of decision making regarding sub group recommendations. *Action: Alan to develop policy & procedure on how this will be carried out in future.* Board members were invited to come along to the club to see the work that they do. CFYP stated that they may need to change their plan to 2 years as they have just heard from Copeland Community Fund that they now only fund projects to a maximum of 2 years.

The Board decided to fund the CFYP for 1 year and in principle for the 2nd year, but this would need to be readdressed before the post 2017 plan.



Grant Re-wording Community & Environment Group recommend a slight rewording to the Community Chest and Transport Fund guidelines to allow a broader range of organisations to apply subject to the usual assessments. The Board agreed unanimously to make these changes. *Action: Ingrid to implement changes.*

Citizens Advice The Community & Environment group are awaiting information on the breakdown costs of the weekly CAB sessions that we currently fund, as they feel that the service is good and helping a lot of residents, but also costly. They are awaiting clarification of cost breakdown before fully recommending funding this project beyond March 2017. Costs for CAB to be included in the next plan pending further information and recommendation from the sub group. *Action: Alan to inform the Board of the Sub Groups' recommendation once it has been decided.*

95.16 DBL Code of Conduct A few small amends were made to this and then agreed by the Board. *Action: Alan / Ingrid to circulate to all Board and Sub Group members for signature.*

96.16 AOB

Becoming our own Locally Trusted Organisation (LTO) Pete Duncan suggested that we should invite a staff member from Big Local, London up to discuss the processes we have gone through that led us to the decision to become our own LTO. Development Workers have started on devising policies and procedures that will need to be in place. Pete also advised that we should tie in becoming our own LTO with our next plan, which should be agreed by the end of January 2017. It would be helpful to ask CVS on a breakdown of costs / time spent on all aspects of their role in being our current LTO. *Action: Alan to consult CVS*

Training for Company Directors' Meeting A training meeting, lead by Julia Powley, will be held on Tuesday 17 January 2017 for all Board Members (who are also Directors of Distington Big Local Ltd).

Date of Directors Meeting (All Board Members): Tuesday 17 January 3-4pm at the Community Centre

Date of next Board Meeting: Tuesday 27 January 2017, 3-5pm at the Community Centre