



**Distington Big Local Ltd /Partnership Board Meeting**  
**Tuesday 18 June 2019, at 2pm**  
**Distington Community Centre**

**Present:** Rhoda Robinson (Chair), Julia Powley, Norma Pritt, Josephine Greggain, Annette Whitehead, Karen Hodgson, Paul Tharagonnet, Sue Hunter, Alan Hunter, Elaine Ismay, Alison Boyd, Margaret Hilldrop, Pete Duncan, Ingrid Morris and Lindsay Bodman

**Apologies:** None.

**182.19 Welcome** The Chair welcomed everybody.

**183.19 Conflict of Interests** KH - CASC.

**184.19 Minutes of Previous Meeting** Were passed as a true record

**185.19 Treasurer's Report** JP issued the report to the meeting. The accounts are for 14 months (April 18-May 19) as we are waiting do the year end to 31 March 2018. There is a meeting with Dodd's on 20 June 2019. They will check that the figures for 31 March can be closed down and we can then do the year end. The finance report had an extra 2 months on compared to the last figures from April's Board meeting.

PD – how much cash at bank now? JP £152,867. PD – How much money has to go to Local Trust?

IM – None as we are still in same plan. Current plan takes us to 2020. Includes 1<sup>st</sup> payment of £50,000. JP – DBL will not be given the next part until we request it.

What are donations of £210? IM – it's income from a charity raffle at event that has been allocated to Community Centre for the extension. PD – where does 5% Local Trust money go? JP – it is lumped into grant money. PD – may be worth separating out. All Board members agreed that they were happy with the Finance Report.

**186.19 Land Development** IM – Housing Needs Survey has been issued on Facebook. IM/LB created the Survey via SurveyMonkey. Quite an amount of time was necessary for this task. The Newsletter and printed Survey will be available to collect from printers on 20 June 2019. SH has organised a team to insert the Survey into the Newsletter – meeting on Friday 21 June 2019. IM – we will need help with distribution of Newsletter/Survey.

We purchased electoral household address information from Copeland and Allerdale for a small charge. A Post Office account has been set up for stamped addressed envelopes. A mailshot company will take over from that point and send out all the Housing Needs Surveys not distributed in the Newsletter.

19 July is closing date for Survey responses. Andy Lloyd will compile feedback/statistic from the replies received. Andy Lloyd charges for time – it's not a blanket cost. Copeland Council will fund some of the survey costs not covered by HE. AB asked if it was one survey per household. IM – Yes it is - one per household is the norm. Mailshot Company will narrow it down from electoral roll to 1 per home. JG commented question needed checked on details given. **ACTION: LB/IM check Survey question.**

**187.19 Employer's Agent SH** and IM met with Elliotts and Baker Mallet, both of whom work with Castle and Coasts (and come recommended by DS). As Baker Mallet are significantly cheaper and can offer services we need, we feel we should appoint them. The cost of their work will be in the region of £30,000. We sent information to DS and he pointed out not enough hours submitted. Not a 'like for like' comparison. PT checked that IM/SH will return for a more 'like for like' quote for comparison. SH – Yes we will. Whoever is appointed will be attending the Architect Interviews on 28 June 2019. **NB:** since this meeting and following an overwhelming majority vote, we have appointed Elliotts Associates to be our Employer's Agent, though more expensive they come with more expertise and experience, which as a small community group, is what we need.

**188.19 Architect Interviews** These will be held on 28 June 2019. ISH/RR/IM/DS and Employer's Agent will attend. PD sitting as an observer. Green Swallow Architects have withdrawn from process as they were recently awarded two large contracts and can't take on another project. This leaves us with two architects to interview. Both Architects submitted design proposals on 14 June 2019.

**189.19 Dodd & Co RR** – Please update Board on changes. IM/SH – Dodd & Co have responded to us with possible best options for setting up a new company or subsidiary to DBL Ltd. JP, SH and IM will meet them 19 June 2019 to decide on best option. IM – DBL decided to go with Housing Association (and not be a Registered Provider, RP). This impacts on how we move forwards in terms of setting up a company for the land development. SH advised that Dodd & Co hadn't decided how to handle it – perhaps create a charitable company until land is sorted. **NB:** since this meeting Dodd & Co, have advised that as we are hoping to work with a Housing Association and not become a registered RP, the best option for us is to keep all our work with one company for which we are hoping to get charity status. If we do eventually need to go down the RP route, we can re-look at this.

PD – mentioned Lincoln Big Local (similar community housing project to DBL). He met Gill Hutchinson from Lincoln Big Local at Milton Keynes Reps meeting recently. Perhaps it would be good for DBL to talk to them. Lincoln is following both options RP and Housing Association. Could meet ½ way before final decisions are made. RR – they will possibly have different skills on their Board. JP – we need to move forward. We have made our decision and need to stick to it. PD – It's up to you if you meet up, but I realise time and distance challenging. SH – if we can't get a Housing Association interested, it's then when RP has to be followed. PT – we haven't decided charitable status. JP – That will come out of our meeting on 19 June. PD – would like to be involved if you do meet Lincoln DBL. IM asked what the Board felt about meeting Lincoln. SH – perhaps Big Local Connect in September would enable a chat with Lincoln BL. Park for now until September's Connect. KH/EI/PT to attend the Connect. PT to drive.

Millburn's are to confirm legal fee cost on transferring of access road and leasehold area of the land from Mrs Thornely. Everyone agreed this was a very positive result. Mrs Thornely is happy for this to go ahead if the development is for the elderly. The wording we have been using for the development is 'over 55's' – this is a standard term for housing so it should be ok.

Homes England needs the claim form to be run past the auditors (Dodd & Co appointed). The first payment was received from Homes England.

PD – Received phone call from Lorraine Smye (Lorraine works for Action for Communities in Cumbria) and has been appointed by Local Authority to set up a new community housing Hub. Lorraine invited PD to a meeting on 22 July 2019, 1-3pm about strategy guidance on housing. IM will attend this meeting. The meeting (councillors and partners) would like to find out what DBL is doing with the build. It appears the housing people in Copeland don't know much about it. IM stated that at least 4 contacts in Copeland are aware of our project. Copeland Council employees were also invited the DBL Land open day. IM met Katie Milburn, Community Housing Officer (who

works for same organisation as Lorraine Smye). SH – lots ongoing over the next few weeks. Appointing an Architect is a big step forward.

**190.19 DCYP Report** This report was issued with the Board agenda. DCYP needs informed funding is only until 2020 not 2021 as written in their report. PD – is everyone happy with the funding spends from DCYP? Board agreed yes. How will DCYP manage after DBL funding ceases? **ACTION: IM to inform DCYP of funding end date.**

**191.19 CAB Report** This report was issued with the Board agenda. DBL support is until March 2020. CAB have also been heavily involved in the Fareshare project in Distington. JP – Catrina has the right nature and skills to really support the clients well.

**192.19 Village Maintenance** RH and PH are very busy. RH needs new blades on mower as they are nearing the end of their life-span. The Board was happy for new blades to be purchased. IM – positive feedback from residents that the maintenance service really makes a difference. **IM to action RH to order new blades.**

**193.19 FareShare** CAB are looking to supplement the food that we get from Fareshare as some weeks the variety and amount vary. (There is always enough to support the project though). CAB is investigating 'Tesco Community Food Connection' and 'Mobile Pantry'. The group has surplus money in their Credit Union account due to receiving free food for several months. They have decided to spend some of this on staple food products to supplement bags on weeks when they don't receive as much. CAB is hoping to obtain cupboards for storage of food and school uniforms.

During the summer holidays they will provide easy and cheap recipes each week. DCYP will design the recipe cards to go into the food bags. The Uniform Exchange Scheme will be promoted again towards the end of term.

NP – There is limited storage space in the Library and we need to be mindful that the Library pay to rent the space from the Community Centre. There may be room for two extra cupboards. AB – Perhaps the elderly of the village may not know about Fareshare. Discussion was held reminding all that Fareshare is for low income only (originally on set up it was for all). Members raised the point that some recipients are on a good income. It is difficult to manage. Fareshare volunteers are good at managing sign ups to scheme. More posters to educate those older residents would be sensible. JP – DBL could highlight the scheme to Rhana Horricks, Distington Surgery for those patients in her care. Discussion was held whether volunteers would be able to deliver to those elderly who are perhaps unable to collect the Fareshare themselves. **ACTION: LB to speak to Rhana, Distington Surgery. ACTION: IM/LB to see if there is a possibility of Fareshare volunteers delivering food to those elderly/housebound.**

**194.19 Walking Project Numbers** are increasing weekly. The walk is each Wednesday evening and has taken place for several weeks now. RR and Keith Greggain will hold a discussion as to how best to run this project going forward, now that we have more of an idea on who is attending and their level of ability. **ACTION: RR to speak to Keith Greggain.**

**195.19 History Pin** Unfortunately, this organisation is no longer available to work with us. Local Trust is looking into alternative companies to take their place.

**196.19 Rugby Club / CASC** Sent us a thank you card for the £10,000 funding they received from DBL for the refurbishment of the Club (which is going well).

**197.19 IT** We have had a new, fit for purpose, Wi-Fi router set up in the office by System IT (total cost £318.60). This ensures we can access our computer files remotely. We also have recently purchased a SIM only deal for a mobile phone for £7 per month.

**198.19 Staffing** Lindsay will be on leave from 22-29 July and 19 August-2 September. Ingrid will be on leave from 16-30 September.

**199.19 Any Other Business** LB gave feedback on positive comments about the impact DBL is having on the village given by a local resident when her family met the resident at the weekend.

IM met with Empty Homes Officer from the council. He said there are 24 empty privately owned homes in the village and 9 empty Home Group homes. Copeland wants to give grants to get people able to improve their homes ready to sell.

**Date of next Board Meeting: 6 August at 2 pm in the Mabel Knowles room.**

**The next AGM will be held on 18 October 2019 with a 7 pm start (tea/biscuits)**