

Wecock Farm

Local Trust | Big Local

WeBigLocal Group Minutes Held on 9 April 2014 - The Acorn Centre @ 19:00

In Attendance

Caroline Hellier	Chairperson, Wecock Farm Resident
Bob Barker	Wecock Farm Resident
Karen Clark	Community Projects Officer, Asda
Fran Davis	Local Trust Representative
Sharon Dickson	Wecock Farm Resident
Mandy Harris	Community First HEH
Tim Houghton	Chief Executive, Community First HEH
Steve Jarvis	Acorn Community Centre
Clair Martin	Caterpillar Crafts CIC
Sean Nye	Wecock Farm Resident
Darren Pratt	Wecock Farm Resident
Richard Shaw	Resident Participation Officer, Portsmouth City Council
Simon Waters	Acorn Community Centre
Ann Waters	Acorn Community Centre
Michelle Wilding	Community Development Worker, WeBigLocal

Apologies were received from Laura Bevis and Gerald Shimbart

04/14 - 1

Chairpersons Update: Caroline Hellier welcomed everyone and advised the Group that although it has been a very busy month it had also been extremely productive and thanked everyone for their input and support.

- 1.1 Caroline advised the Group that although this item hadn't been included in the Agenda and as open space and development of outdoor environments had featured highly on consultations that we had done; this theme should form one of our priorities for the first three years. Fran has negotiated through Local Trust for a workshop to be facilitated by Maria Adebawale (or a colleague) from Living space. It is hoped that the workshop can help guide plan writing. It may help with prioritising ideas that can easily be put in place, ideas that can be commissioned to existing groups. It will also advise on other funding opportunities etc. The workshop will be on invite only for those with an interest and that group consist of residents and workers connected to this theme of work and scheduled for Thursday 22nd May 2014 at 17:30 for a 18:00 start at The Acorn Centre
- 1.2 Caroline advised the group that she had emailed out information about the Chair and Workers Training Day that she attended with Michelle in London on the 20 March 2014 but would also distribute a report about their finding and any recommendation that could be discussed further.

04/14 – 2

Community Development Workers Update: – Michelle Wilding confirmed that the profile had been completed and was ready for the volunteers to

distribute with the flyers for the movie premiere. Michelle thanked everybody saying that, 'everyone should be very proud of themselves'.

2.1 The Community Chest event on the 2 April 2014 was very well attended with 13 applications submitted. An article was sent to the news paper and was published in Tuesday's edition on page 14. Ann Waters offered to bring in a copy of the article for everyone to see and to add to the publicity wall. The following groups won:-

(a)**Tod Zone** received £300 for new equipment and toys for the young toddlers.

(b)**Motiv8 Film Club** received £300 for a screen and projector to be able to hold a regular film club.

(c)**Speech and Language Room** received £300 to transform a spare room into a speech and language development area.

(d)**1st Hart Plain Scouts Group** received £50 towards the cost of replacing the heating for the premises and making it 'fit-for-purpose'.

(e)**Children's Wednesday Club** received £300 to update crafts, games and a puppet theatre for the children.

(f)**Caterpillar Crafts CIC** received £250 for fun, interactive craft activities at the WeBigLocal Launch.

2.3 Caroline and Michelle attended a Chair and Workers Training Day in London on the 20 March 2014 networking and exploring ideas from groups in other areas. The main thing that came out of the meeting was, 'you don't go wrong, you have happy accidents' WeBigLocal was one of the youngest groups and it was interesting to see what worked in other areas.

2.4 Michelle advised everyone that as the Profile had now been completed she might need to pull back slightly and delegate some of the day to day work to others within the Group to enable her to concentrate on the Plan.

2.5 A discussion was held about setting up a brainstorming workshop to discuss the way forward for the Plan and it was agreed that this would take place on Tuesday 13 May 2014 from 5pm until 8pm the location is to be confirmed by Michelle. **Action: Michelle Wilding**

2.6 Michelle thanked members for the quick turnaround of responses that she had received from her email about helping with the Movie Premiere and confirmed that she would advise on any further requirements after the next Events meeting.

04/14 – 3

Acorn Centre Presentation: – Ann Waters and Steve Jarvis gave a presentation about the Acorn Centre, how it sat within the community, what it had achieved and its vision for the future. Caroline thanked Ann and Steve for their very interesting presentation and confirmed that we as a group now

had a better understanding of not only what had been achieved but also what was on the horizon and how they had hoped to drive it forward.

04/14 – 4

Communications Group Update: – Sean Nye confirmed that the Profile had been completed on time and under budget. It would be going out tomorrow to 2,000 letterboxes by the volunteers organised by Ann Waters along with the flyer for the movie premiere.

- 4.1 Sean confirmed that the filming was going well and that they had shot some more today to enhance what they already had; it was now about 7 ½ minutes long and he had received some very positive feedback. It was planned to finish the draft by Monday/Tuesday with a little tweaking to take place during the following week and it should be ready 4-5 days prior to the event.
- 4.2 Sean presented a map that he had produced showing greater detail with buildings and a better understanding of open spaces, he advised that during the distribution they intended to do an accurate count to tighten up on the figures from last year ready for future printing requirements.

04/14 – 5

Finance Group Update: - Bob Barker advised that although the figures were now looking a lot healthier than we originally believed, there were still some invoices missing that payments had been made for.

- 5.1 Bob highlighted his concern that if we weren't able to account for £20,000 how would we manage with the £1m.
- 5.2 Bob advised that Lesley Fripp from Community First had been extremely helpful and provided everything that he had requested; he felt that the problems were down to our poor processes and procedures that he would like to address moving forward.
- 5.3 Bob confirmed that he would be meeting with Lesley in the next few weeks and felt that we needed to understand where we were financially prior to drawing down any further money and he would report back in more detail at the next meeting. **Action: - Bob Barker**

04/14 – 6

Terms of Reference: - Caroline explained about the proposal to adopt the ToR for WeBigLocal the timeline and the partnership board, highlighting that it needed to be in place prior to submitting the Plan in mid July.

- 6.1 Fran then went on to explain in more detail and the problems that Fratton Big Local had experienced and how he had used that knowledge to incorporate into our ToR.

- 6.2 Fran explained the wider forum and how it was divided into 2, the Forum and the Board. The Forum is open to everyone and would meet approximately 4 times a year and advise the Board what to do; the Board would then complete the brief/project and reports back to the Forum.
- 6.3 A lengthy discussion was held about the voting of members, along with how and when this should happen. It was agreed by all that the first session should be a casual event held on the 14 May 2014 but this was not to be the selection night; it will highlight to new residents what WeBigLocal is all about and invite them to talk about something they are passionate about for a few minutes to enable us to get an idea of what they are like. The evening will be split up into small chats, general information for people – residents, workers, agencies etc it will be about striking a balance between getting people involved who may never have done this before but would like mentoring, friendship and support but at the same time not putting people off who are old hats at committees and bureaucracy who might think it has not been thought through properly.

**There being no other business, the meeting closed at 21:05
Date for the next meeting is 7th May 2014 at 19:00**

Action Table

No	Action	Responsibility	Comments	Date Completed
2.1	Ann Waters offered to bring in a copy of the Community Chest article for everyone to see and to add to the publicity wall.	Ann Waters		
2.5	Michelle to confirm the venue for the Brainstorming Workshop on Tuesday 13 May 2014.	Michelle Wilding		
5.3	Bob would report back in more detail about the financial situation at the next meeting.	Bob Barker		