Greatfield Big Local Partnership (GBLP) Steering Group

Tuesday 11 February 2025,10am – 12.00.

**Present:-**

**Partnership voting members –** Janet Goforth – Vice Chair, Lindsey Pearson, Thomas Sizer – Vice Chair, Allison Smith

**Partnership non-voting members –** Steve Alltoft – LTO, Angi Beckett – Secretary, Kate Lightstead – Local Trust, Diane Thompson – SSNC, Isabelle Tracy – Chair

**Apologies –** No apologies were received

**1/. Welcome, apologies and Introductions.**

The Chair welcomed members.

No apologies were received.

It was noted that the meeting was not quorate for voting purposes.

**2/. Declarations of interest**

Lindsey and Thomas declared interests in the St Hilda’s grant application.

Diane declared an interest in the St Stephen’s application.

**3/. Minutes (accuracy) from the meeting of 14 January 25**

P1 item 4, Steve requested spent be changed to allocated.

P2 Lindsey requested the title Futurekraft be changed to Futurekraft/St Hilda’s Development.

With these changes, the minutes were accepted as a true and accurate record.

**4/. Draft Budget to Close Out**

Draft budget proposals

The Chair presented a draft budget proposing how the remaining budget may be allocated by the end of March. She stressed that these were just suggestions as a framework and alternative ideas were welcome. The proposals were discussed and largely accepted as realistic options.

It was agreed not to broadcast the proposals publicly until they were more definite.

St Hilda’s

The Chair issued a revised grant proposal application from St Hilda’s for Victoria’s post to continue for 6 months in the new form of Volunteers Development Worker. A way of recording involvement would be required. This proposal will be discussed at a future meeting.

Action Point – Members to read and ask Lindsey any questions they have.

Action Point – Angi to put on next agenda.

Michelle Matfin

The Chair presented Michelle Matfin’s grant proposal application which had some essential information missing. It was suggested that some of the costings were high and there were more cost effective options available. Janet and Thomas will discuss this with Michelle after Lindsey has spoken to her.

Action Point – Lindsey to speak to Michelle and then Janet and Thomas to discuss the application to gain the necessary information.

Action Point – Isabelle/Angi to send an electronic copy of the application to Lindsey

St Stephen’s

Diane will circulate her new grant proposal.

Action Point – Diane to circulate grant proposal

Allison left at 11.30

**5/. Action points/updates arising from minutes**

The Chair presented a draft letter responding to the petition presented at the previous meeting which was discussed. Some amendments were suggested.

Action Point – Isabelle to amend the draft

Action point – Angi to send to all petitioners

**6/. Partner Updates**

Diane enthused about Upshot (a data management system) and the possibilities of the reports and insights it can generate. She considered that these could be useful, including for further funding applications. She

 suggested the system could be used collectively for many of the local community groups. It costs £1300 per year but could be helpful to bring in more funding than it costs

**7/. Financial Update**

Steve advised that payment had been made to the Scouts. The overall budget was within £500 of predicted spend.

The report to December had been delivered to Local Trust.

A query was raised as to whether any monies paid to grant recipients, and therefore ‘spent’ from the LTO account, would then be permitted to be spent beyond September.

Action Point – Steve to ask Local Trust

**8/. Local Trust Update**

Consider adoption/adaption of Bradley BL Terms of Reference and Code of Conduct and discussion of the new versions for Greatfield BL.

 This agenda item was not discussed as Kate was delayed and arrived at 11.50.

Action Point – to be considered at a future meeting.

**9/. Communications and Marketing**

This item was not discussed.

**10/. AOB**

Kate asked for 3 volunteers to be interviewed by Local Trust about their experience to put on their website.

**11/. Date, Time and Location of next meeting**

4 March 10am – maybe beyond 12pm at St Stephen’s

25 March 10am-12pm at St Stephen’s

Janet left at 12.10

Meeting ended at 12.15