

Minutes of the 11th Meeting of Brixham Future CIC held on Weds 23 May 2018 7.30pm in the `Old Coaching Inn` at 61 Fore Street, Brixham.

Present: Chair - Richard Murray –Smith (RMS) Board - John Brennan (JB), Cllr. Jill Regan (JRe)

Co-Opted Board Member Present. John Rudden (JRu)

Apologies: Cllr. Ian Carr (IG), Simon Swaffield (SS) & Paul Martin (PM) Keith Dodd (KD), Frances Robinson (FR), Sally Lord (SL) –Brixham community Partnership, Cllr.Paul Addison (PA),

1) Introductions & apologies

Welcome & introductions made with apologies from above.

2) Declarations of Interest

There were no declarations of interest.

3) Minutes of last meeting Weds 21st March 2018

Members agreed as a true, accurate and fair record of previous meeting.

4) Actions from last Board not on Agenda

All actions either done or on Agenda

5) Resignation of Chair & interim arrangements

The Chair had now resigned due to on-going work commitments. This was accepted with good wishes to RMS and family. JB would cover the duties until a new Chair could be appointed.

Action-JB to send a formal note of thanks on behalf of the Board.

6) Formal elections of Chair, Secretary and Treasurer

Members present agreed JB would become Interim Chair, Keith Dodd remain Secretary and Frances Robinson remain Treasurer.

Action –JB to seek new Board Members options/way forward.

7) Renegotiating Agreement with BTC (attached)

JB reminded members that we had an existing agreement with BTC as on Board Papers. He considered that we need to have a conversation with BTC on changes and reduce number of Councillors from 3 to 2 given their commitments. This would also allow us to reduce the number of Board Directors under Standing Orders from 9 to 6. The benefit would be a more focused group but retaining openness and transparently whilst reducing admin/recruitment etc. We could then focus on new projects and funding which is our primary objective.

Action –JB to progress and update Board.

8) Data Protection & Privacy Policy

JB explained this document updated our current policy.

Action –All Members agreed to establishment of above.

9) Real Ideas Organisation

RMS explained that he had updated Tom Butt who would now be available for a few hours as a free resource if we needed him.

Action-JB to liaise with Tom Butt

10) Community Action Day Saturday 28th April

JR explained that we had established our stall from 9-3pm and approached people. The purpose of the day was to promote more volunteering in the community. People could `sign-up` for a variety of activities on the day being organised by different organisations. We did not gain one additional Volunteer and the evening event was badly attended. The weather and lack of advertisement played a role in poor turn-out. We did not have one response to our `duff-signs` initiative.

The chair expressed thanks to Jill Regan, Simon Swaffield and John Brennan for their efforts on the day – and for stepping up to cover in his absence. It was much appreciated

Action – None

11) D-Day Celebration 6th June –next year.

JRu reported lots of progress made. We had:

- a) Contacted Americans Veterans who would provide name killed, missing and causality lists etc.
- b) We had been `invited over` to meet and they were keen to `come over` next year.
- c) He had talked to TV company who may do follow up programme on `Exercise Tiger` etc
- d) He had secure a free Battle of Britain Memorial flight fly –past for the day
- e) Cllr. Paul Addison was pursuing `royal` invitation –awaiting result.
- f) The South Devon Players had submitted an `Awards for All` bid for £10k for film and Play.
- g) We had discussed holding a reception at the Berry Head hotel with 300 invitees after event
- h) Re-enactment groups and military vehicle owners/groups had been contacted
- i) The D-day group would meet again shortly

JB said Key considerations were around the nature of the `event` and the funding needed for `infrastructure` (landscaping, information boards, breakwater lighting etc.).He would be working on funding bids next week. JRu said all tasks in hand and Action list a useful tool to monitor progress.

Action -JRu to progress actions with team (JRu, JB, PA, FR & KD) update Board.

12) WW1 project

The attached paper covered the format of Project Management Plan as laid down in our founding policies. JB said project responded to 100 Anniversary of above (Nov 1918-2018) now had agreed suitable site with Dave Barlett the Harbourmaster below the `Man & Boy` Statue on the quayside. He also got the `profiles` cut –outs done by Enigma Signs (cost £55.20) and took to Western Engineering (he had sought 3 estimates/ quotes –but only got 2 who seem best choice.

The project would cost betwixt £2-4K depending on `add –on`s (such as 216 poppies for each life lost) and he had submitted a £4k Application to Tesco`s `Bags for All` fund. He had also written /informed local Tesco Branch Manager in Fore Street as people would chose. He hoped to retrieve `profile` cut outs and create mobile display to help raise awareness & funds.

Action – JB/JRu to progress within time/cost constraints.

13) Churchill Gardens –Potential Asset Transfer

JB explained idea originated with PA. JB drafted attached document for Brixham Town Council including funding application. He did not believe Town Clerk receptive to them taking responsibility for Gardens. He therefore believe that BFCIC should consider `stepping into the breach`.

The Members discussed the issue including potential benefits/liabilities and concluded on balance an attainable goal which would fit well with efforts to improve Churchill Gardens as potential funders would see direct community benefits.

Action – JB to progress and report back to Board.

14) Old Fish market Quay. 17th July

This may be an opportunity for Brixham Charities (similar to our two charity fair days last year)

Action –JB to progress.

15) Funding –Verbal update

JB reported on overall financial position with positive balance should therefore now read £1,718.

Potential funders would look at our Accounts and expect strong balances and assets so that their grants were recoverable if projects not delivered etc. The large Charities with £M`S in reserves were generously funded as risk to funders minimal. This is a major hurdle.

JB intending to start work on funding for D-Day Project /add on`s and said applications which may be numerous have to be `orientated` to funders requirements. Our back-stop is another ` Awards for All ` Application in November.

Action –JB to progress

16) AOB

There was no matters raised under above.

Meeting Action List

JB to send a formal note of thanks on behalf of the Board to RMS **(Done)**

JB to liaise with TB on options/way forward with RIO. **(Done)**

JB to progress review of BTC/ BFCIC Agreement & reduce Board size. **(Done)**

JB to follow up with SS & PM regarding future involvement in BF **(Done)**

JRu to progress D-Day with team (JRu, JB, PA, FR & KD) and provide update **(Done)**

JB/ JRu to update at next Board on potential WW1 project.

JB to progress potential asset transfer of Churchill Gardens **(Done)**

JB to progress Fish Quay Charity Tuesday 17TH July 2018 **(Done)**.

JB to progress D-Day funding Applications when possible **(Ongoing)**

All to consider options for future management and maintenance of the BF website. We need someone to `own` this.