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## **Minutes of 25th Board Meeting of Brixham Future CIC held on Thursday 29<sup>th</sup> Oct 2020 at 3.30pm at Kings Barton House in accordance with COVID 19 restrictions.**

**Present Board:** Chair-John Brennan (JB), Sally Lord (SL), John Rudden (JR)

**Co-opted present:** Cllr. Jill Regan (JR)

**Apology for absence :** Frances Robinson(FR), Keith Dodd (KD), Paul Addison (PA)

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### **1) Introductions, apologies and welcome.**

Board allowed to gather in groups up to 6 persons if practicing `social distancing`.

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### **2) Declaration of Interests.**

No financial or conflicts of interests declarations. No person known to suffering from COVID 19 symptom`s.

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### **3) Minutes of last Board held Tuesday 25<sup>th</sup> Aug 2020 at Kings Barton House. `**

DRAFT minutes (previously circulated) to Board. Members agreed by pages. No actions required not on Papers.

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## **Expansion of Brixham Future**

### **4) Potential of 5 X new Posts**

Board agreed volunteers could only undertake so much work. COVID 19 pandemic demonstrated the need for permanent funded posts if possible. We had established a wide range of HR policies and procedures previously.

JB had drafted 6 x potential post JD`S including Events Officer, Lottery Officer, Micro Projects Officer, Fundraising Officer which if we could obtain funding for on full or part time add to our capacity to deliver services. He also said that there was a rising level of fraudulent activity targeted towards our elders (Brixham has the highest level of retired people in Torbay) and that there was a need to address this issue also with a specific post.

Board agree that if funding opportunities available we should seek to employ people.

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## **Financial Situation**

### **5) Predicted outcomes of 2019/20**

Board recognized that despite COVID 19 and financial losses incurred we would close the year in a stable position.

### **6) Budget 2020/21**

Board agreed above and delighted that our core costs were once again to be below £500 per year.

### **7) Need to raise new funds**

Board agreed that we would need to generate new funds to support above and help subsidize or projects or events.

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## **New Projects**

### **8) New Walking route**

JB said he had managed to outline route between London & Brixham following established `rights of way`. Circa 10% of visitors to Brixham were Walkers. Our project promotes Brixham in this growing hobby. JR suggested we do other local routes.

### **9) Elizabeth 2 Statue Project**

PA & JB had met and minutes attached. We are recruiting for a working party from local community groups/interested parties to progress under the previously Board agreed agenda and terms of reference etc.

### **10) Procurement Club**

JB said we needed someone to volunteer to progress. Such clubs delivered cost benefit for members and could save members of the club money whilst also generating profits for BFCIC.

### **11) Garden project**

SL had progressed and compiled into A3 fold out pamphlet to incorporate map and points of interest in Brixham.

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## **Brixham Lottery**

### **12) New Lottery –3<sup>rd</sup> round Electric Bike or £1,000**

JB had printed 1000 tickets. We had commenced distribution of the new Lottery tickets ( and envelopes) to individuals and retail outlets. The tickets made excellent presents for any occasion including Christmas.

### **13) to 17) Brixham Burial Ground Project**

We had been looking at this situation given that Brixham People would now have to travel to bury and visit deceased relatives. The situation had been worsened by COVID 19. Bereavement for our elders had become particularly painful. If the opportunity arose we should seek to assist.

JB stated that the 4 Papers presented demonstrated that it was feasible for us to set up a burial service in or around the Brixham area and the only barrier was the acquisition, development and set up which would require circa £263K.

Board agreed to progress further with stakeholders, appraise possible sites and seek lottery funding.

### **18) to 20) WW2 `Shadows` project**

The project was `on track` but because of new govt restrictions reducing public gatherings to 6 people Board decided to delay until the new year.

We also had to raise funds of £2,000 impacted by COVID 19 with only small limited `promised` sponsorship of circa £500 against anticipated £2,000 cost.

PA & JB had liaised on `launch` arrangements. A local Veteran of both the North African and Italian Campaigns had agreed to unveil the artwork –but given the current COVID 19 situation ( he is 104 years old) in liaison with Royal British Legion we had decided to postpone.

Board agreed the format/content of the event could be printed once new date set when `social distancing` gatherings permitted next year.

### **21) Board Member recruitment**

We had a disappointing response from one potential recruit but hoping to meet another in early November.

SL confirmed her wish to step down as a Board Member but was happy to assist when and where possible.

The Board thanked Sally Lord for her contribution. She was presented with a `Brixham Future` mug and T-shirt in appreciation of her contribution.

### **19) AOB**

No further matters were raised.

### **20) Date of next meeting**

Board agreed most likely to now be held in mid January alongside AGM.

### **Action List**

New `Electric Bike` Lottery Cards to be distributed and information circulated-All

Gardens of Brixham project to be finalized and printed –SL/JB

WW2 `Shadows` project date in New Year - JB & PA

Progress new projects - `Walking route, Elizabeth 2 Statue & Procurement Club-JB

Burial project to be progressed-JB

AGM arrangements –JB