## BIG_LOCAL_logo2a small.jpgBig Local SW11 Executive Committee Meeting -

## 27 February 2020, 4:00-6:00pm, Providence House

#  Minutes

1. Apologies: Donna Barham
2. Matters Arising from Previous Meeting
* Platform One:
	+ Robert reported that Philip Morris had been in touch to confirm in principle the council has agreed a peppercorn rent but required a business plan for justification.
	+ DS to arrange meeting with Share to draft a business plan to send to PM
* Local Trust Training:
	+ Amardeep confirmed that for the training on 9th March 1-5pm, Lisa had booked; but there are places left.
	+ Wendy will try and come
	+ MP to ask if Regen wants to come
	+ SH will see if any of LT training useful to bring to BLSW11.
	+ DS to put LT Training on next PC agenda
* BLSW11/Alliance Social:
	+ Possible dates of 14 May / 21 May / 4 June
	+ DS to circulate a doodle poll PC/Alliance
1. JV Match Funding:
	1. DS reported that built into the agreement with JV will be a 2 year review
	2. Currently we are at the due diligence process, drafting the contract and the delivery outcomes the JV will require for its funding.
	3. DS will bring the draft arrangements back to BL/Exec for scrutiny
	4. SH underlined that the key thing is to produce a process that works!
2. Communications Update:
	1. HT to circulate the summary of Volunteer Coordinator post to PC, subject to replacing ‘approve’ with ‘ratify’ on the last sentence.
	2. DS/HT are still working on the website document storage, as the location for PC information.
	3. HT announced that she is moving out of the area with her family in the next few weeks. She will put in writing to Marlene her resignation as a resident member.
	4. HT has agreed to keep comms going from a distance until a replacement can be found.
3. Battersea Youth Voice:
	1. RM reported that a recruitment document was being drafted in readiness for promotion and recruitment after Easter.
4. Volunteer Coordinator[[1]](#footnote-1)
	1. The following points were raised from the document and finance sheet, which RM will raise with the Alliance group leading on this:
		1. Under Appendix 2 Job Description it was requested that KLS logo be removed, and the title changed from KLS Vol Coord to Alliance vol coord.
		2. And that the document is searched for similar discrepancies.
		3. Under Person Spec, a sentence similar to the one in Youth Voice is inserted to show BLSW11 resident is desirable.
		4. Under finance the calculation for year contribution towards KLS staff management ought to be 10% of the total, thus £4143 for each year.
		5. Under the 15% management fee, there was discussion of the percentage, but it was accepted as reasonable.
		6. However there is a request for more clarification of what cost headings this covers.
	2. It was underlined that the principle of scrutiny is essential in the work of the Exec committee.
5. Grant Programme:
	1. DS reported that the Panel was due to meet on Donna’s return.
6. Intergenerational (Belonging):
	1. Wendy reported that during week beginning 2nd March the group will meet to explore a best date for a networking gathering for agencies in the field.
7. Battersea Community Month:
	1. Robert reported that the planning group is meeting 5th March.
8. Falcon Road Festival:
	1. Marlene reported that the first meeting is 4 March, after which the funds from BLSW11 will be requested
9. AOB:
	1. Sharon’s Funeral is 11th March.
	2. RM reported that Local Trust had asked us to reduce our next grant request down to £80,000. This has been done, and we will expect to hear soon.
10. Date of Next Meeting: Monday 20th April 4pm. Venue to be advised.

*Minutes taken by Robert Musgrave.*

1. Draft Report from the BLSW Alliance previously circulated [↑](#footnote-ref-1)