



Brereton Million & Brereton Big Local CIO

18th April 2023 General meeting of Partnership / CIO 7.30pm Brereton Community Hub

No.	Minutes	Actions for next month	Finance expenditure to spend this month
1.	<p>Welcome: Jack Burkinshaw, Sue Merriman, Sam Rushton, Maria Smith, Christine Stewart, Debbie Thatcher, Kevin Mann, Karen Mann, Emily May, Matt Walker</p> <p>Apologies: Tim Morton, Peter Fahy</p>		
2.	<p>Declarations and Matters arising:</p> <p>Sue – will be running Brereton Parish Councilor Jack is councilor for Kings Bromley Parish Council</p>		
3.	<p>Proposal discussion based on pitches dated 14/01/2023.</p> <p>Louise Roe, Inspiring Healthy Lifestyles: In principle the group are open to further suggestion, possibly incorporating another group to assist with funding. The group support the concept and are prepared to look at different ideas, discussion surrounding adapting the memorial that is already in the park to the granite statues proposed to provide a longstanding permanent fixture. Funding would be allocated from the 'Open Spaces' budget.</p> <p>VOTE: UNANIMOUS to explore further design concepts and options. UNANIMOUS To explore options for partnerships with other groups to fund the project.</p> <p>Margaret Beardmore, Brereton Million Legacy: VOTE: UNANIMOUS to work alongside Margaret in creating a legacy of Brereton Million via a book format.</p> <p>Discussion around the number of books created consisted of a small number of presentation hardback copies to be used as reference with the majority being paperbacks to be given to residents of Brereton.</p> <p>VOTE: UNANIMOUS £1000 agreed spend for the project. Funding to be allocated from 'Contingency' Budget.</p>	<p>Debbie to correspond outcome with Louise Roe (Healthy Lifestyles)</p> <p>Debbie to correspond outcome to Margaret Beardmore</p>	

	<p>Margaret and Emily to meet in the first week in May to discuss the project.</p> <p>Ann Finucane, Hear Me Counselling Project:</p> <p>Discussions surrounding the importance of mental health support in the community based on communications with doctors, social subscribers, diabetic nurses, volunteers, personal experiences. Waiting lists for support are far too long. In addition, the project would also support our Brereton Can 'wellness wheel' Ethos.</p> <p>Concerns were expressed as to what would happen to individuals and continued support once the funding had finished.</p> <p>Discussions surrounding future financial support through further grants to support the project if proven successful. Impact of success would need to be confidential, assuring anonymity, therefore, reported as a case study.</p> <p>The proposal asks for funding to support 10-12 people, it was discussed that Brereton Big Local CIO could pledge an amount to the project rather supporting per individual.</p> <p>Jack, Matt, and Karen would become leads of this project to work alongside Ann and the Hear Me project to work out the best way to support.</p> <p>BRACE: Meeting to be held on 19/04/2023, Emily will attend and feedback.</p>	<p>Emily to organise a meeting with Margaret.</p> <p>Debbie to correspond outcome with Ann Finucane (Hear Me) and to ensure date for meeting is set up.</p>	
<p>4.</p>	<p>Proposals Cannock Chase Can Zone Opportunity, Hednesford Festival, 12 August 2023. Emily and Maria to attend to promote Brereton Million and Brereton Can.</p> <p>New display boards and pop-up banners required. VOTE: UNANIMOUS £800 agreed spend for required equipment. Funding allocated from Program Delivery budget.</p>	<p>Debbie to circulate email and respond to invitation by 29th April 2023</p> <p>To respond to email - Deb</p>	
<p>5.</p>	<p>Chairperson Report:</p> <p>Sue held a meeting with Amanda Milling on Friday 10th March. The meeting addressed missing links between residents and professional or social support once residents have</p>		

	<p>been discharged from hospital. Currently Brereton Million volunteers have been that 'missing social care link'. They have been organising taxis, arranging appointments, liaising with carers, shopping etc. In addition, Brereton Million has been supporting residents who live in villages under Lichfield County Council.</p> <p>Amanda Milling was also very interested in the work that has been happening regarding community tables, food banks and the community shop. Amanda Milling discussed a possible £30 million funds that may be available to support such projects.</p> <p>Discussions surrounding impacting the support Brereton Million is providing lead to Matt suggesting a possible software update to record information more effectively, in addition this would also be password protected (GDPR)</p> <p>Currently Brereton Million finance is allocated through the Brereton Big Local Plan. However, now Brereton Big Local has become a CIO which would enable us to work further afield in Staffordshire. Brereton Big Local CIO will become an umbrellas association to support Brereton Million.</p> <p>BIG LOCAL UPDATES Brereton Big Local is currently delivering our program correctly into the final plan. Big Local made an error when recording funding, to be aware that we are £30,000 short of our allocated expenditure.</p> <p>There will be a two-person authorization system for banking transfers required.</p> <p>Reminders: The Trustee's Code of Conduct was shared amongst the group to re-read.</p> <p>Subgroups/projects. If a trustee is volunteering in a subgroup or as part of a project, they do not necessarily need to become group lead.</p> <p>Staff workload allocated is communicated via community support work. Trustees to liaise with Community Support to support.</p>	<p>Matt to investigate further.</p>	
<p>6.</p>	<p>Subgroup updates: Finance – Handover of accounts between Christine and Kev to take place on 24/04/2023)</p> <p>Accounts are updated and Christine is waiting for a confirmation email.</p>		

	<p>Most recent accounts information shared.</p> <p>Hub – A contractor has provided a sewage system report locating repairs of pipework. On 19/04/2023 a contractor is booked to repair the broken pipe. The hub currently has a temporary ‘portaloo’</p> <p>The architect has plans for Brereton Community Hub refurbishment and is midway into submitting the application. Karen confirming missing information to enable continuation with application.</p> <p>HR- Amended staff contracts have been sent out to staff.</p> <p>Policy – Confirmation that all trustees are qualified to sign policies. Currently event policies are taking priority.</p> <p>Planning- Trustee meeting date Tuesday 6th June 7pm, Brereton Community Hub</p>	<p>Deb and Karen to complete this week.</p> <p>Deb to put on Time Tree</p>	
7.	<p>Further Updates: Community Shop: The volunteer meeting held 18/04/223 went well. Statistics- we are supporting 250 individuals’ family members. On average 33 members use the shop on a Tuesday and 25 on a Thursday So far, we have sold approximately 359 bags. (Missing data from first week) Feedback forms have been shared with attendees of the shop, all positive feedback. Looking at feedback regarding delivery to residents who are unable to access the shop.</p> <p>Emily, yet to look at anonymous feedback from volunteers.</p> <p>Parking - Thursdays appear to be more of a problem, possibly due to later opening times and increased traffic flow. Cones are placed outside the shop on the double yellow line and signs are also used. Assessment of parking will be reported back in 30 days.</p> <p>Bus Shelter update: Awaiting response from previous correspondence.</p> <p>Volunteer Day: 19th June 2023</p>	<p>Emily to share feedback to residents on Facebook.</p> <p>Emily</p>	

	<p>IMI have allocated 60 volunteers to spend an afternoon working on projects in the park. Amazon will also provide volunteers.</p> <p>Suggestions for day include: Collaboration with the Forestry and County council to possibly build steps down from the Woodland walk to the park area. Benches in the play area require stripping and painting.</p> <p>Project lead - Sue and Kev.</p>		
8.	<p>Event / Project planned spend for the next 30days: Newsletter – draft to be sent to trustees and distribution volunteers are organized.</p> <p>Adult youth group - project report to be shared via email. Monday afternoons sessions, to include guest speakers:</p> <ul style="list-style-type: none"> • Social Subscribers • Fire Brigades <p>Further activities to plan based on adult youth groups feedback.</p> <p>Community Fund Advertisement required for the community fund. To include advertising grants up to £1000. Deadline, 22nd May. Suggestion for grants 4 of £500 or less 2 at £1000 or less over two sittings.</p> <p>Incredible Edibles. Start date Saturday 22nd April 2023</p>	Emily to share report	
9.	AOB		
11.	Date of Next Meeting: Tuesday 9th May 7pm, Hub	Time tree - Deb	