

Meeting Notes
Friends of Castle Green – Directors
7pm Thursday, 19th January, 2017, Castle Green Pavilion

Present: Amanda Attfield, Annabel Oxford, Joy Harvey, Katie Bott, Lisa Richardson
Guest: Dave Tristram **Apologies:** Mark Hubbard, Paddy Nugent, Steve Cameron

Agenda item	Key points	Action
Conflicts of Interest	None	
Future Funding	<p>With the CAT at this stage of development, Dave will be able to work closely with us, attending some Directors’ meetings and a few World Café Events, where his presence would be particularly helpful. He would also be willing accompany a Director to a Bowling Club Committee meeting, to advise them on the funding opportunities available for expansion. Is the Bowling Club building listed as a possible C.A.T.?</p> <ul style="list-style-type: none"> - Amanda will contact John Rosser to let him know that Dave would be able to help with the new sports funding available. - advise the Canoe Club that funding is available for equipment, coaching, lessons, etc. Awards for All could help with running costs such as utility bills if their income was less than 30K. <p>Some research had been done for an experienced lawyer to handle the legal side of the transfer. Using the criteria, expertise, cost, location and speed, we should contact groups who have gone through the CAT process to benefit from their experience. Ledbury Rugby Club in particular was suggested – theirs was an outstanding Business Case.</p> <p>Our first priority now was to work on those issues which will affect running costs and maintenance such as heating, the boiler, insulation, led lighting and windows. Use the Condition Survey as a guide but get at least 3 estimates for each job. Send Dave a copy of the Survey and he will advise us on the essentials for which we can apply for funding. Some funding sources were coming to an end:</p> <ul style="list-style-type: none"> - Severn Waste finishes on 20th March – can apply for £4-5K - New Growth Trust winds up at the end of April – grants up to £2K for projects that ‘make a difference’. - Veolia ends on 17th March for that quarter – grants up to 40K – apply for the boiler. <p>We would have to provide 20% match funding.</p> <ul style="list-style-type: none"> - Co-op Dividends on eligible purchases are now divided 5% to the member plus 1% which the member can give to a local community cause. -Rowlands Trust – grants of up to £5 capital expenditure – apply to cover the cost of restoring the windows - Vernon Sunley – grants of up to £2 ½ K capital expenditure - St. James & Bartonsham are in the bottom 20% nationally on the Index of Multiple Deprivation <p>Dave will check with Michelle Williams regarding getting us an official confirmatory letter of the CAT. Also our official Council officer contact and legal contact.</p> <p>Abbie Mason of HVOSS is the contact for a list of community associations. There is a very strong community network south of the river – Hinton, Newton Farm, the Kindle Centre & Saxon Hall – which we should work with.</p> <p>Dave would like to invite a Big Lottery representative to visit us in</p>	<p>Amanda</p> <p>Katie</p> <p>Katie</p> <p>Katie</p>

	<p>the autumn</p> <ul style="list-style-type: none"> - Send Dave the Business Case and CIC Articles of Association - Decide towards the end of the year whether to go down the Heritage or Community funding route. Perhaps focus on this in the September meeting. <p>Amanda thanked Dave spending the time with us & for his support & advice.</p>	Lisa
Notes of Last Meeting & Matters Arising	<p>The minutes of the meeting on 17th November were agreed & signed.</p> <ul style="list-style-type: none"> - Carry forward the meeting arrangements HLF & BLF to later in the year. - look for the Energy Efficiency Survey put together by Veolia about 3-4 years ago - Carry forward circulation of Katie's annual appraisal record - Carry forward Steve's research on any advantage in opening a savings account - Carry forward research into funding for gardening work. Margaret has chosen the informal planting of daffodils and snowdrops for her donation. - Nothing further heard from Raw Food Rosie re office/kitchen rental <p>The minutes of the Extraordinary Meeting on 5th January were agreed and signed.</p> <ul style="list-style-type: none"> - Carry forward the financial reporting implications of the CAT - Carry forward the Words from the Chair for the Newsletter 	Amanda
Operations	<p><i>Bookings:</i> The new Yoga Centre was now open and we had lost two of our yoga bookings but a Pilates class & a new yoga class had replaced them</p> <p><i>Awards for All:</i> The list of dates for all these events was circulated and Directors are asked to let Katie asap which ones they can cover, at the moment.</p> <p><i>Events:</i> The River Carnival had asked that their grant be increased to £2K this year. It was agreed to keep the grant at £1,500, depending on whether the City Council grant is given to us this year and remains the same amount.</p> <ul style="list-style-type: none"> - We need a contact in the Council's Parks & Recreation Department - Ask for a copy of the Hereford Times photo published with the article on the Awards for All grant to use in the newsletter 	All Katie
Any Other Business	Review the Director's skill set & knowledge, perhaps with another half day session with Heidi MacDougal. Add to the next agenda	Amanda/Lisa
Date of Next Meeting	Thursday, 16th February, 2017 at 7pm at the Castle Green Pavilion, Hereford.	