

Podsmead Big Local Panel Meeting

Held via The Zoom Video platform

12th August 2020

Present:

Sue Cunningham (GLC)
 Chris Allen (Local Trust Rep)
 Debbie Etheridge
 Gary Slatter
 Marcus Ridler (Chair)
 Penny Ridler
 Robyn Hawkins

Gerry Hartin
 Lisa Jevins
 Nicholine Wirsy (GCH)
 Les Jevins
 Seb Field (Podsmead Councillor)
 Mark Gale (GGT)
 Al (GCU)

Apologies:

Isobel Johnson

1.	<p>Welcome and Apologies:</p> <p>Angela Trigg has chosen not to join the panel following her observation visits. Aran Fenemore joins the meeting this evening as an observer.</p>	MR/LJ
2.	<p>Minutes of last Meeting:</p> <p>The minutes of the last meeting were agreed to reflect the content of the last meeting and were a true record.</p>	
3.	<p>Matters Arising:</p> <p>All matters arising from the last meeting are on the agenda for discussion and will be dealt with as individual items.</p>	DE/Lisa J/IJ
4.	<p>Poets Corner/The Hub:</p> <p>GCH have given 24th August as the date that we can have access to the Poets Corner building. We will only have limited space at this time because Novus are using the ground floor side room for storage and work preparation.</p>	LJ

	<p>We are still talking about an interview space in the building as we would like to be able to run advice sessions and Nicholine would like to run drop-in session for residents.</p> <p>It was mentioned that we would require to Covid-Risk assess the space before use, it was agreed that this would be done as part of PBL's ongoing risk assessments for all it's community and office spaces.</p> <p>The use of Poets Conner is at zero cost to PBL; however, we may need to make some minor purchases. These will be identified as we determine the use of the space and other sources of funding may be available.</p> <p>The Hub is still the base for the food distribution club, and it is hoped that this can move to Poets Corner soon. Once the Hub has had its Covid-Risk assessments approved, it is hoped that the café can re-open, run by volunteers.</p> <p>Chris offered to connect PBL with café that is currently being run by volunteers so that we can learn from their experiences.</p>	
5.	<p>Finance Update:</p> <p>Gerry circulated an update from the PBL bank account, there was money in from the Fareshares food club and from the walking football group. Gerry also stated that she had paid the next payment to Fareshares.</p> <p>There had been a donation of £50.00 from her neighbour which enabled the purchase of a stack truck for use with the food donations.</p> <p>GL Communities reported that their finance officer had left and that the PBL finance report would follow shortly. Also, Emma Williams has returned from shielding and has re-joined the PBL team.</p> <p>Al updated the meeting on the general account, payments had been made to Play Gloucestershire for their activity packs. The Freezer Trailer had been purchased. Although we intended to buy this from a Podsmead company they were not able to match the best price, so it was purchased from the original Malvern based company.</p> <p>Chris mentioned that the Local Trust would be carrying out a financial review of PBL shortly. PBL had not received word of this at this time.</p>	<p>GH/AJ /SC</p>
6.	<p>Grant Applications:</p> <p>There are no new or current grant applications at this time. It was noted that GWT had reached the required number of votes to enable funding. This would not take place until phase 2 of their funding had been spent.</p>	<p>Project Champions to complete actions and AJ to check budget and complete Due diligence</p>

	<p>This was delayed by the lockdown and their staff being put on furlough. The GWT staff are now back at work again.</p>	
7.	<p>Any Other Business:</p> <p>Updated Application Form Gerry and Les have met to look at an update of the current applications form on the website. Amendments have been made to include join funding a part of which can be "in kind" (i.e. volunteer time at £12.00 per hour etc) The applicant needs to find 20% match funding of which 5% can be in kind. This is to be evidenced on the form.</p> <p>Champions Checklist Gerry has also sent out a checklist for project champions. Can each champion please complete.</p> <p>Podsmead Choir Sue is going to re-connect with the choir leader and accompanist, it is hoped to set up a workshop to take this project forward.</p> <p>Local Trust and Mental Health The Local Trust is holding a zoom meeting to discuss the Big Locals response to mental health issues relating to the lockdown. Les to join this session.</p> <p>Covid-Risk Assessments PBL/Sue are currently working on this and equipment is on order for venues.</p> <p>Milton Avenue Funding has been provided from Gloucester City Council to spray the large area of bramble in readiness for planting trees and wildflowers.</p> <p>The meadow is due to be cut and lifted at the end of the season with help from volunteers and GWT.</p> <p>PCT now have the contract to cover all areas of the Milton Avenue Green Space. this is for all season not just individual sessions as before.</p>	
8.	<p>Date of Next Meeting: The next meeting will be held via Zoom on Wednesday 9th September at 18:00.</p>	All