

# Podsmead Big Local Panel Meeting

Held via The Zoom Video platform

**11<sup>th</sup> November 2020**

**Present:**

Debbie Etheridge  
Marcus Ridler (Chair)  
Gerry Hartin  
Lisa Jevins  
Sue Cunningham (GLC)  
Penny Ridler

Nicholine Wirsiy (GCH)  
Les Jevins  
Al (GCU)  
Mark Gale (GGT)  
Lisa Daniels (One Church)  
Iain Rendell (Com Dev & Econ Report)

**Apologies:**

Chris Allen (Local Trust Rep)  
Seb Field (Podsmead Councillor)  
Byron Davies  
Jordan Wetton

1.	<p><b>Welcome and Apologies:</b></p> <p>Welcome back to Lisa Daniels.</p>	MR/LJ
2.	<p><b>Minutes of last Meeting:</b></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><b>Matters Arising:</b></p> <p>Most matters arising from the last meeting are on the agenda for discussion and will be dealt with as individual items. However there was a reminder to urgently complete the Partnership Review documents as requested by Chris.</p> <p>Garry is to leave the panel at his request and it was noted that Isobel should return in April when her maternity leave ends.</p>	DE/Lisa J/IJ
4.	<p><b>Finance Reports:</b></p> <p><b>Sue</b> has sent a financial report to Marcus.</p>	

	<p><b>Gerry</b> sent in a list of transactions for the panel to view, it was noted that there had not been much activity since the last meeting. It was however noted that we still about £4,221 being held in the account which was the money from the Melting Pot when the café closed at the end of Josie’s contract.</p> <p><b>Al</b> sent out copies of his finance report to all panel members. It was pointed out that any agreed payments due to be paid to Play Gloucestershire had been suspended until April because they are not able to provide a full service at the moment and they have also secured fund for interim from covid-19 funding. The reports were looked at during the meeting.</p>	<p><b>GH/AJ /CA</b></p>
<p><b>5.</b></p>	<p><b>Grant Applications:</b></p> <p>There are no new grant applications at the moment. It was noted that there was a problem with the online form which is still an issue.</p> <p>Marcus had not yet had feedback from Gel regarding this issue. Les agreed to chase up Gel Studios and try to expedite the fix. Les to send a copy of the error message.</p> <p>We are aware that several groups are currently seeking to apply for grants but at this time are unable to.</p> <p>Were possible they can apply with a paper/email copy until the online form is repaired.</p>	<p><b>Project Champions to complete actions and AJ to check budget and complete Due diligence</b></p>
<p><b>6.</b></p>	<p><b>Poets and the Hub:</b></p> <p>The Poets Pantry project is beginning to make some progress, we now have access to the building and are planning to clean and prepare it for use.</p> <p>There are still some outstanding issues concerning the electrics and the fire alarm system, these need to be signed off by GCH before we can use the building properly.</p> <p>We have set up a Crowdfunder to help us purchase storage cupboards and tables along with fridge and freezer for the extension of the food distribution network. The link is below and it would be wonderful if panel member could donate and share the link.</p> <p><a href="https://www.crowdfunder.co.uk/poets-pantry-a-resource-to-combat-food-poverty">https://www.crowdfunder.co.uk/poets-pantry-a-resource-to-combat-food-poverty</a></p> <p>Mark mentioned that he could donate the fund set aside for Podsmead from the #FeedGloucester Crowdfunder.</p>	<p><b>LJ</b></p>

**A.O.B:**

**Sue** had mailed out the Legal Identity overview to panel members for them to refresh their minds regarding the issue. Iain would like to have the panels view. We need to make a choice about our future identity. Training has been identified for January 2021.

Sue also informed the meeting that due to the 2<sup>nd</sup> lockdown that Robyn had been put on furloughed. It was also noted that a discussion was required about staffing.

**Marcus/Iain** had applied for an extension to the deadline for the production of the Podsmead Community Development & Economic Plan.

Would our entity and the community space fit in with the Community Development & Economic Plan. Marcus talked to Ian Harris from GCH and it was likely that the community space would have a peppercorn rent applied to it.

It was also commented upon about how the transfer of fund would be done once PBL becomes a new entity. This is still to be determined.

**Gerry** has emailed out an updated champions checklist. It was agreed that a new checklist is used for each project.

7.

**Lisa J** told the meeting about some of the developments with the PCT/Green Spaces going forward. She is to meet with Anita and Ashley from GCH to talk about how the green spaces will be managed as part of the ongoing regeneration.

This would tie into possible jobs/apprenticeships and a framework for developing local skills and green industry.

There is also a possibility to set up a green job club.

**AL** said that there were a few loose ends to tie up with the Local Trust regarding the projects list. Can panel feedback anything missing on the list. Gerry agreed to amend and send round the panel.

Al is also waiting on feedback from Chris about the partnership agreement. We also talked about sending out the terms and conditions to grant applicants, perhaps a standard letter for small grants and the grants about £5000 should have a statement from the applicant with stated outcomes from the grant.

**Marcus** raised concern that some panel members had not attend for some time, namely Byron and Jordan. The original rule was that you would lose your place on the panel if you missed more than 3 meetings without good reason. This was discussed and the panel agreed to keep the rule, but to allow people to remain on the panel because of the Covid situation. However, this will be reviewed after lockdown.

**LJ/  
MR/SC/  
Lisa J  
/GH**

	<p><b>Les</b> told the panel about events that PBL is taking part in with neighbouring groups in Matson, Robinswood and White City. PBL will have a Christmas window created by an artist working with GL4. It will be part of a Winter Wonderland event throughout December.</p> <p>There will also be a Christmas float that will go around Podsmead with a light show and Father Christmas on Friday 11<sup>th</sup> December 2020 between 16:00 and 18:00.</p> <p>Details will be posted on our social media platforms.</p>	
<p><b>8.</b></p>	<p><b>Date of Next Meeting:</b> The next meeting will be held via Zoom on Wednesday 9<sup>th</sup> December at 18:00.</p> <p>Advance Notice: The January 2021 meeting will be about our Legacy.</p>	<p><b>All</b></p>