

NAILSEA TOWN COUNCIL

COMMUNITY ENGAGEMENT COMMITTEE

A meeting of the Community Engagement Committee will be held
on **Wednesday 3 May 2017 at 7.30pm at the Tithe Barn**



AGENDA

Please turn off mobile phones before the meeting

1. Apologies
2. Declaration of Interests
3. Confirmation of the minutes of the meeting held on 8 March 2017 – previously circulated
4. **Financial Matters**
 - a) Statement of Income and Expenditure to 31 March 2017 – **encl**
5. To consider an update on the NailseaTown.com project
6. **Consideration of the Nailsea Place initiative**
 - a) To consider the minutes of the Nailsea Place working party, 14 March 2017 - **encl**
 - b) Consideration of a draft proposal from 2BU Productions for an Arts and Health Initiative - **encl**
7. **65 High Street**
 - a) Update on the purchase
 - b) Update on the youth service
 - c) Update on the cost of installing wifi
8. Consideration of a proposal by Nailsea and Backwell Rotary Club to rename the 'Rotary Round' accessible route to the 'David Whittlestone Rotary Walk'
9. **Reports of other bodies**
 - a) Nailsea Disability Initiative, Annual General Meeting, 8 April - **encl**
10. **Publications**
 - a) Police and Crime Commissioner newsletter, Spring 2017
11. Any Other Business



Ian Morrell – Town Clerk
Tithe Barn, Church Lane, Nailsea BS48 4NG

26 April 2017

NAILSEA TOWN COUNCIL
COMMUNITY ENGAGEMENT COMMITTEE



Minutes of the meeting of the Community Engagement Committee held on Wednesday 3 May 2017 at 7.30pm in the Tithe Barn, Church Lane, Nailsea.

PRESENT: Cllr Packham in the Chair, Cllr Barclay, Cllr Bird, Cllr Hamblin, Cllr Heappey, Cllr Lees, Cllr Petford, Cllr Wilson and the Clerk. Also in attendance Cllr A Tonkin.

CE25/17 APOLOGIES were received and accepted from Cllrs Frappell, Hunt and J Tonkin.

CE26/17 DECLARATIONS OF INTERESTS: None.

CE27/17 MINUTES of the meeting held on 8 March were approved as a correct record and signed by the Chair.

CE28/17 FINANCIAL MATTERS

Noted.

CE29/17 TO CONSIDER AN UPDATE ON THE NAILSEATOWN.COM PROJECT

Cllr Bird reported that following the meeting with the Town Council on 12 April, Squarebird went back and worked on the logo, taking on the feedback given. Squarebird have now come back with an updated design which he circulated to the committee. He explained that this design was a concept, not simply a logo, and will be used to brand the whole project. He said the design fits into a square which is important for web use and social media.

The Clerk added that this design was a development of the one chosen by the Council. The colour is more vivid on the screen than in print and this is where it will be primarily used.

Cllr Heappey was concerned that the logo looked similar to that of another company but it was pointed out that there will always be similarities with any logo.

Cllr Packham explained that the next stage was to start developing the website.

CE30/17 CONSIDERATION OF THE NAILSEA PLACE INITIATIVE

a) To consider the minutes of the Nailsea Place working party, 14 March 2017

Cllr Lees referred to an earlier meeting with FoReal where they had explained that often there would be a greater number of users within a particular age range for a year or two and then this would change. He asked if there as a particular age or year group attending Youth Club currently.

The Clerk advised that now the top floor was specifically for the Youth Club and they have been able to make the space work better for them this may appeal to a broader range of young people.

Sessions are generally aimed at young people aged eleven and up and it was suggested that perhaps an additional session could now be provided to be aimed at a younger age group.

There was discussion around the need for improved publicity and promotion of the Youth Club within schools. The Clerk pointed out that until recently there was concern Youth House would be lost. Now that the building had been purchased by the Town Council and the Youth Club has made a home on the upper floor FoReal could be clear on what exactly they were offering and could promote the Youth Club more confidently.

b) Consideration of a draft proposal from 2BU Productions for an Arts and Health Initiative

Cllr Tonkin reported that the working group were currently looking at what is available in terms of workshops and events at no.65. Elspeth of 2BU has a lot of ideas that the group would be keen to use and it would be good if she could be used to set up an initial project.

The Clerk said that Elspeth has connections and works within arts network. It would be beneficial to get some momentum at this stage. Elspeth is in talks with the Leg Club about running a session there and has had discussions with Carole Brook about the potential for a Respiratory Club that would operate in a similar way to the Leg Club.

The Clerk reported he had been in contact with Tom French of the Good Things Foundation. They are currently working with NHS Digital and offering grants for the Pathfinder Project to improve people's digital skills, which will help individuals to manage their health better; from ordering repeat prescriptions, online to following up on advice given by the GP. The Good Things Foundation have funding for twenty projects over the next three years and Nailsea Place will be one of these. The funding is £50,000 over twelve months but Nailsea Place will need to be operational by October. This is a new concept with no template but there is an understanding in the NHS for the need for innovation.

Cllr Lees asked if there was a proven track record for 2BU that could be seen and the Clerk confirmed that Elspeth had successfully run workshops in various settings.

Cllr Tonkin said that £30,000 had been budgeted for establishing Nailsea Place. The physical works planned for the building at this stage were minimal and the priorities were setting up wi-fi, removing the suspended ceiling, getting the roof and electrics checked and some decoration. She suggested that a good use of the budget would be to invest in some initial workshops or projects.

It was agreed that getting things started would prove the concept works and help to attract further grant funding.

It was proposed by Cllr Lees and seconded by Cllr Wilson

RESOLVED: to RECOMMEND to Town Council that £10,000 of the £30,000 already allocated to establishing Nailsea Place should be budgeted for initial projects and workshops to be agreed by the working party.

The vote was unanimous.

CE31/17 65 HIGH STREET

a) Update on the purchase

The Clerk reported that the contract had been signed and it was hoped North Somerset Council would be signing in the next two weeks.

b) Update on the Youth Service

It was agreed this had already been covered under agenda item 6. a).

c) Update on the cost of installing wi-fi

The Clerk said it was going to be necessary to install a leased line in order to support the Pathfinder Project and any other digital workshops. This would incur a significant monthly charge but it was hoped this could be covered by the project funding.

CE32/17 CONSIDERATION OF A PROPOSAL BY NAILSEA AND BACKWELL ROTARY CLUB TO RENAME THE 'ROTARY ROUND' ACCESSIBLE ROUTE TO THE 'DAVID WHITTLESTONE ROTARY WALK'.

Cllr Lees said this walk was not to be confused with the 'Nailsea Round'; David Whittlestone had plotted a walk on pathways that was fully accessible to all including individuals using wheelchairs or pushchairs.

It was proposed by Cllr Wilson and seconded by Cllr Heappey

RESOLVED: to support Nailsea and Backwell Rotary Club in renaming the Rotary Round as the David Whittlestone Rotary Walk.

The vote was unanimous.

CE33/17 REPORTS OF OTHER BODIES

Nailsea Disability Initiative AGM, 8 April

The report was noted and it was observed by Cllr Lees that expenditure for rent and service charges was significant.

CE34/17 PUBLICATIONS

a) Police and Crime Commissioner newsletter, Spring 2017

This publication was taken by Cllr Barclay.

CE35/17 ANY OTHER BUSINESS

Cllr Petford shared ideas for furniture at 65 High Street. To ensure flexibility, tub chairs and two-seater sofas were favoured as well as other chairs of different heights and

design to co-ordinate. Ikea furniture was being considered as it is easy to create adaptable areas for different uses for a low cost.

Hot drinks machines are still being investigated but it was agreed that a £1 charge for drinks seemed reasonable. Consideration was given to not wishing to cause issues for local cafes whilst ensuring the drinks were affordable to all users of the building.

The meeting closed at 8.11pm.

Chairman's signature: _____ Date: _____

COMMUNITY ENGAGEMENT**200 AWARDS**

4180	ALLOTMENT COMPETITION	52	100	48		48
4185	COMMUNITY AWARD	280	300	20		20

AWARDS :- Expenditure	332	400	68	0	68
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Net Expenditure over Income	332	400	68		
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210 CCTV

4210	ELECTRICITY	2,007	1,000	-1,007		-1,007
4215	LINE RENTAL	13,454	16,000	2,546		2,546
4220	MAINTENANCE	3,739	2,700	-1,039		-1,039
4225	MONITORING	0	400	400		400

CCTV :- Expenditure	19,200	20,100	900	0	900
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Net Expenditure over Income	19,200	20,100	900		
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220 COMMUNICATION

4260	TOWN TALK	515	2,000	1,485		1,485
4261	PUBLIC INFORMATION	17,919	0	-17,919		-17,919
4265	ELECTION EXPENSES	0	500	500		500
4270	ADVERTISING	409	1,000	592		592

COMMUNICATION :- Expenditure	18,842	3,500	-15,342	0	-15,342
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Net Expenditure over Income	18,842	3,500	-15,342		
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230 NAILSEA PLACE

4025	SUNDRIES	0	3,000	3,000		3,000
4300	PROFESSIONAL FEES	0	10,000	10,000		10,000
4310	RESEARCH COSTS	0	2,000	2,000		2,000

NAILSEA PLACE :- Expenditure	0	15,000	15,000	0	15,000
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Net Expenditure over Income	0	15,000	15,000		
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240 YOUTH SERVICES

4360	CONTRACT	20,387	23,000	2,613		2,613
4365	ANNUAL INSURANCE	410	1,000	590		590
4370	PURCHASES	0	1,000	1,000		1,000

YOUTH SERVICES :- Expenditure	20,797	25,000	4,203	0	4,203
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		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
1210	OTHER	886	0	886		0
	YOUTH SERVICES :- Income	<u>886</u>	<u>0</u>	<u>886</u>		
	Net Expenditure over Income	<u>19,911</u>	<u>25,000</u>	<u>5,089</u>		
250	GRANTS					
4400	1ST NAILSEA SCOUTS -	750	750	0		0
4410	2467 (NAILSEA) SQUADRON ATC	900	900	0		0
4415	2ND NAILSEA SCOUTS-MAY FAIR	0	550	550		550
4420	2ND NAILSEA SCOUTS	1,000	450	-550		-550
4435	COMM. ALCOHOL & DRUG	500	500	0		0
4440	COMMUNITY TRANSPORT	11,000	11,000	0		0
4445	CROSSROADS (CARING FOR	200	200	0		0
4450	CRUSE BEREAVEMENT	780	780	0		0
4455	FRIENDS OF STOCKWAY	275	275	0		0
4460	FRIENDS OF TRENDLEWOOD	452	2,000	1,548		1,548
4465	GOLDEN OLDIES CHARITY	482	482	0		0
4475	MENCAP - COOL SUMMER CLUB	250	250	0		0
4480	N & D PROSTATE SUPPORT	150	150	0		0
4485	NAILSEA BOWLS CLUB	500	500	0		0
4490	NAILSEA CONCERT ORCHESTRA	300	300	0		0
4491	NAILSEA CRICKET CLUB	2,000	0	-2,000		-2,000
4495	NAILSEA DISABILITY INITIATIVE	8,000	8,000	0		0
4500	NAILSEA FESTIVAL OF MUSIC	1,000	1,000	0		0
4505	NAILSEA SHEDDERS	1,380	1,380	0		0
4510	NAILSEA SUMMER PLAYScheme	3,500	3,500	0		0
4515	NAILSEA THEATRE CLUB	750	750	0		0
4530	NAILSEA METHODIST LUNCH	750	750	0		0
4540	NAILSEA SKATEBOARDING	1,000	1,000	0		0
4545	NEAT	80	80	0		0
4555	NORTH SOMERSET C.A.	8,876	8,876	0		0
4560	PARKINSON'S UK NW SOMERSET	1,000	1,000	0		0
4565	PHOENIX FRIENDSHIP CLUB	300	300	0		0
4570	SOMERSET STORYFEST	950	950	0		0
4575	ST PETER'S HOSPICE	600	600	0		0
4580	TRANSITION TOWN NAILSEA	250	250	0		0
4590	VISION NORTH SOMERSET	349	349	0		0
4605	WELLSPRING COUNSELLING	1,500	1,500	0		0
4610	WEST OF ENG M S THERAPY	350	350	0		0
4615	WRVS NAILSEA DAYCARE	1,000	1,000	0		0
	GRANTS :- Expenditure	<u>51,174</u>	<u>50,722</u>	<u>-452</u>	<u>0</u>	<u>-452</u>
	Net Expenditure over Income	<u>51,174</u>	<u>50,722</u>	<u>-452</u>		

Month No : 12

Committee Report

		Actual Year To Date	Current Annual Bud	Variance Annual Total	Committed Expenditure	Funds Available
260	OTHER COMMUNITY ENG.					
4700	NAILSEA COMMUNITY TRUST	3,000	3,000	0		0
4705	PATRONAGE/ LOCAL SOCIETIES	500	500	0		0
4710	POPPY WREATH/DONATION	0	100	100		100
4715	RIDE/SWIM SCHEME	1,229	1,500	271		271
4720	ROYAL BRITISH LEGION	100	70	-30		-30
	OTHER COMMUNITY ENG. :- Expenditure	4,829	5,170	341	0	341
	Net Expenditure over Income	4,829	5,170	341		
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	COMMUNITY ENGAGEMENT :- Expenditure	115,175	119,892	4,717	0	4,717
	Income	886	0	886		
	Net Expenditure over Income	114,289	119,892	5,603		

NAILSEA TOWN COUNCIL

NAILSEA PLACE WORKING PARTY

Thursday 14 March 2017 at the Tithe Barn



- 1. In attendance**
Cllrs Frappell , Hamblin, Hunt and Jameel. Ian Morrell.
- 2. Apologies**
Cllrs Heappey, Packham, Petford, A.Tonkin and Wilson.
- 3. Declaration of Interest**
None.
- 4. 65 High Street**
 - a) Update on the purchase**
Ian reported that almost all the required documentation is in place, and the local authority searches had not raised any concerns. The only remaining issue is the need to resolve some hopefully uncontentious issues regarding the boundary.
 - b) Actions from previous meeting**
 - i. Ian reported that internal and external surveys of the building have been completed. The architect who designed the Glassworks scheme (Martyn Lonsdale) has been asked to quote to carry out some design and project management works. In the first instance the GVA condition report of March 2016 will be used to establish priorities for maintenance and repairs.
 - ii. In the short-term a major investment in the kitchen could be a mistake, as the long-term needs of the building are not known. Ian suggested that a hot drinks machine could be leased on a short-term basis. Saeeda commented that this needs to be simple to operate and accessible for people in wheelchairs.
 - iii. It was agreed that in the early stages the building should be open for people simply to come and visit, and should include a suggestion board for ideas for initiatives.
 - iv. Initially, the building will have to be managed through a combination of office staff and volunteers. As the requirements develop this will need to be reviewed.
 - v. A database of contacts will be developed, including ideas for Nailsea Place initiatives.
 - vi. Ian said that he has been approach by Vicky from Two Left Feet, who use the Barn for dance and drama for people with learning disabilities. Vicky has a number of ideas for classes which she would like to try out, and thinks that No 65 would be a good venue.
 - vii. Installing wi-fi is a priority, which Ian said he would organise.

- viii. Ian said he would produce a simple project plan to capture all the agreed tasks and would prepare a budget for consideration by the Council as further information becomes available.

c) Youth Club

Karen Pike and the young people are keen to relocate upstairs and to make the space their own. This would include moving the furniture from downstairs and painting walls. Ian referred to an email he had received. Karen said "We have come up with a loose plan with young people for moving upstairs, we have spent some time looking at the zones they wish to create its really great as will still give us a lot of flexibility to move things push things back to the wall and have a good space, if we wanted to dance or be a bit active. The zones they are considering are

- Sports/Table tennis zone
- Gaming zone
- Chill out zone
- Group work / computer zone

d) Consideration of purchasing furniture for the ground floor

- a) The existing furniture in the building is not suitable to create a welcoming environment for people of all ages. It was agreed that the objective is to aim for a relaxed feel along the lines of a 'Costa Coffee' shop as opposed to a functional council/office atmosphere.
- b) There needs to be chairs with arms, but also comfortable sofas. Helen said that high chairs also need to be available for children.
- c) Cllrs agreed to look at options for furniture.

5. Actions from the workshop on 3 March

- a) The workshop had highlighted that Nailsea Place should evolve steadily, and be flexible in responding to demand as it emerges. The vision will therefore become reality on an incremental basis. It is vital that 65 High Street does not become dominated by any single group or small number of organisations.
- b) Ian said that a major action for him was to try and get an academic research organisation to get involved in assessing the benefits of Nailsea Place. It is obvious that the NHS and social care sectors remain unwilling to fund initiatives relating to social prescribing and wellbeing, and much of this seems to relate to a lack of hard economic evidence, even though qualitative research highlights the benefits to individuals and their families. He is waiting for responses from various people he has approached.
- c) Clare said that it was clear how important it is to use digital technology to assist hard to reach groups, and that young people could be a vital part in this.
- d) Ian reported that he has a site meeting organised with Malcolm Rigler and Elspeth Penny on 30 March to discuss workshops that Elspeth is considering putting on at No 65. She attended the conference and is involved in the arts and health sector, which should be an important part of Nailsea Place.
- e) Ian mentioned that Mitzi Blennerhassett had written a short article following the workshop which he had sent to the Society of Local Clerks, hopefully for inclusion in their magazine 'The Clerk'.

- f) A follow-up workshop should be organised when No 65 is open and operating, to review progress in implementing the vision. Ideally this would include a research group.

6. Any other business

- a) It has been suggested that the railings outside the building be removed as they create an unwelcoming environment.
- b) It was hoped that young people would maintain the planting area, as they had done for Nailsea in Bloom some years ago.

7. Date of meetings

Meetings will be on Tuesdays at 3pm:

- 4 April 2017

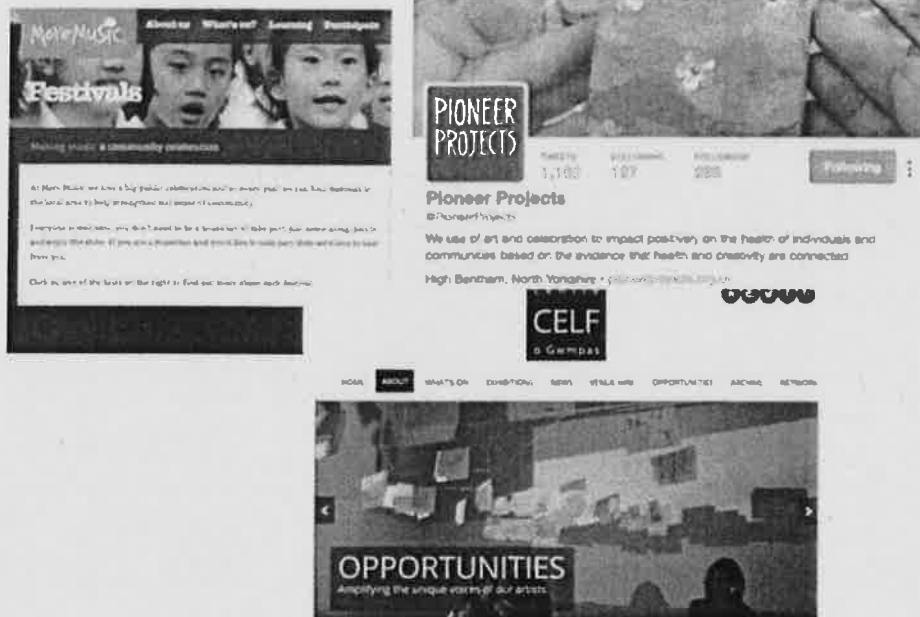
1. Aim of proposal and project: Creating a part time funded position for Nailsea Place Cultural Development Lead and defining a project.

This would be an early reconnaissance project, leading to some suggested "next steps".

The job:

- Create an open meeting for all interested parties to attend and explore/brainstorm arts-in-health possibilities and put forward ideas.
- Meet with members of the Nailsea community, patients, people with mental health conditions etc. Visit the Leg club and run one workshop there, along with Bristol University's Life of Breath Project – Letter to my breath. This could potentially lead to a regular writing a letter to my breath workshop at the Leg club.
- Research existing projects to learn from successes and failures/what can be done better. Examples include Bromley by Bow; Hazel Stuteley's Falmouth project; Pioneer Projects and volunteer led libraries (eg in Bath). Also arrange visits – a group of people key to the project - to these projects.
- Research and create lists of artists and artistic projects to enlist in the future.
- Work holistically with the Nailsea Place team towards creating a skeleton facility at 65 High Street, including discussions about architects and use of space.
- Liase with Squarebird (Jon and Nick Bird) about a social media output concerning the project, on Nailseatown.com and other platforms such as Twitter, Instagram and Facebook.
- Have a 'Try out, review, repeat or not do again' approach to the initiative.
- Retain a playful, enjoyable approach, to entrance people to join in!

Learning from existing arts-in-health projects...



In addition to the above:

Grow...

- My/our existing contacts in the NHS, health and in existing arts-in-health projects, forums and with arts-in-health practitioners.
- Existing collaborations and relationships between local organisations such as The Leg Club (Carole Brooke); Theatre Orchard, Nailsea and Backwell Children's centre; Schools in Nailsea; Dr Mary Backhouse, chair of the North Somerset Clinical Commissioning Group etc.
- Relationships with Nailsea NHS practitioners, such as Dr Rees, health visitors, pharmacists, nurses, carers. Also Citizen's Advice, librarians etc. Seek advice and support from professional organisations such as Lapidus, the UK organisation for writing for wellbeing and groups that I belong to such as 'Healing Matters' in Exeter and Arts and Health forum in Bristol.
- Relationships with national organisations such as The Patients Association (Heather Eardley), The Good Things Foundation (Tom French), and innovative individuals such as Raj Adgopul who is a health visitor developing an app and social media to promote health and well being – **keeping the project connected, innovative and up to date.**

- Existing academic links with academics such as Emeritus Prof Paul Dieppe at Exeter, Dr Andrew Edgar and Dr Peter Sedgwick at Cardiff University, The School of Social and Community Medicine and Medical Humanities, at Bristol University, and make new ones with eg Prof Antony Morgan Dean GCU London. This will help **take the project to national level**, bring in national interest and credibility.
- Research or enlist other agencies/people to research funding sources, which might be available to the town council to secure **long term future of the project**. This would include NHS General Medical Practice Research fund; NHS Innovation fund (with advice from The Royal College of GPs) and NCVO and the team at The Patients Association that are focused on fundraising. Perhaps a person from REACH could help with this.

Create...

- A Steering Group to meet 3 times a year (members to include those living locally and with a special interest in Nailsea Place Arts and Health Initiative).
- A Supportive group of additional interested people.
- An annual workshop in the fashion of March 3rd 2017 to encourage new people to get involved and engaged, and retain diversity.
- A great title for the project.
- A realistic but ambitious proposal for a 2-3 year project, with view to it having continuity into the future; linking into ideas of how it might be evaluated, and how the ideas will be shared nationally and perhaps internationally.
- A guide book and/manifesto to keep perspective on the main goals: eg to create values – eg down to earth; welcoming; non hierarchical; allowing expression; creative; to tackle isolation (in all ages); diversity; inclusivity; transparency; working towards greater health and wellbeing of the communities in Nailsea; working with art and creative projects to achieve the goals; building and retaining inspiration and enthusiasm within Nailsea; make it fun; to be a flagship project to attract National and International interest.

**2. I also suggest this first arts-in-health workshop series:
'Letter to my grandchildren and other young people'.**

This is a series of 8 weekly workshops. 12 older people are invited to attend to create their own personal book on an i-pad, using photographs, pictures or images of their own past (and future dreams), and a photo of a hand-written or drawn letter 'to my grandchildren', including photos of the grandchildren. The book will then be published. Participants will end up with:

- Experience with ipads/technology, and overcoming their resistance and/or fear of technology, using pre-provided ipads or computers.
- A certificate from the Good Things Foundation, or similar certificate.
- An insight into other areas of the Internet, such as health advice.
- A community experience, tackling the isolation of some participants.
- The option to continue meeting together.

Teenagers (including grandchildren!) will be invited to volunteer to help. It will be made clear that people with little or no literacy skills are more than welcome to join in the project.

The Good Things Foundation will be consulted about this project and a local experienced i-pad/technology workshop leader enlisted for some of the sessions. We might ask Artist David Hockney to drop in to share some of his wisdoms for art on the ipad!

3. Outline of how this reconnaissance project would lead on to three further phases:

Nailsea: Phase 1

4 primary needs in Nailsea we can address...

Under 5's, school readiness

Lack of connectiveness to the internet

How to help teenagers pass through a difficult time

Loneliness and disconnection amongst the elderly.

So in different ways, we are bringing communities together to promote health and wellbeing.

What is the best way to address them?

- Offer art classes for parent/carer and toddler?
- Use photography or film projects, and hobbies: 'make learning fun'.
- Film club – showing good films and making films.
- Leg club – storytelling and collecting oral history/ Link in with primary schools?

What next? Phase 2

Communities within Nailsea working together, along with their health visitors, GP's and the town council, bringing in projects as the needs develop and change

- Dance
- Writing Workshops eg 'Creative Sparkle'
- Knitting club
- Life drawing
- **Letter to my breath, to my bones, to my heart, to my blood...**
- Choir
- Theatre group
- Etc.....

By 2020?

Phase 3:

Nailsea Place - a flagship cultural development centre for health and wellbeing

- Quarterly event in the Tithe Barn, where North Somerset projects are showcased. Made available for members of the society of town clerks around the country.

- **!! Nailsea Arts Festival !!** Gathering a community together to create and run a festival.

4. Suggested costings:

a) Cultural Development Officer" Elspeth Penny £3,000
@£250 a day (normal day rate is £300) 12 days

Budget creation (employing someone to help) £250

Travel (12 days travel to Nailsea) £250

Travel to existing projects eg Pioneer Projects at High Bentham
for a group of key people in the initiative. £300

One workshop with Leg Club would be funded by
Life of breath, Bristol Uni, further workshops at £200 each £0

Total £3800

b) Workshop

Estimated cost breakdown for 'Letter to my grandchildren and other
young people': Ipad photo project with elderly people.

8 two hour workshops (including planning and admin time)
@£200 each = £1600

Travel £200

Printing photo books £10 each
(participants could be asked to contribute?). £120

Total £1,920

TOTAL a) and b) £5,720

Thank you.

Elsbeth Penny

www.2buproductions.org

www.Scent.buzz

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Nailsea Disability Initiative

Reg Charity No. 1106489

10 Crown Glass Place, Nailsea BS48 1RD

Tel: 01275 812183

Email: team@nailseadisability.org

www.nailseadisability.org

Minutes

12TH Annual General Meeting

Friday 8th April 2016 3pm.

Nailsea Fire Station, Pound Lane, Nailsea.

In attendance: Chris Baker (CB), Lin Baker (LB), Chris Sumpter (CS), Michel Limpinnion (ML), Dave Roberts (DR), Maggie Parnell (MP), Carol Bluett (CB), Carol Haughton (CH), Helen Read (HR), and Chris Morris (CM).

Apologies: Sean Kelly, Jackie Uren, Clare Hunt.

Agree minutes: MP and ML agreed the minutes of the last meeting.

Chairman's Report: Chris Baker.

CB reports that it has been another challenging year. He is finally stepping down as Chairman from today, but will continue to advise until the end of May, because he has three appeals to finish.

The office has been very busy, and numbers of clients have gone up. There have been 655 appointments including home visits, and 373 telephone calls.

In the last couple of years, the government has made some change to every single benefit. They have also not raised benefit payments by the rate of inflation, which is in effect a cut. Disabled people are financing the Government's living wage, and a lot of disabled people are dissatisfied and upset, and are coming to us for help. Pension Credit will be frozen for five years, so the government are taking money from these people too.

Every one of our volunteers is there because they choose to be, and are doing more than they originally signed up for.

CB thanked everyone for their brilliant efforts. He thanked Chris Sumter for stepping forward to take over the running of the office from LB and himself. He thanked Chris Morris for doing the accounts and for all his good work for them since the office opened in Nailsea in 2003. LB then gave him a gift.

CB then mentioned the contribution of the Bristol law College and the help of Amanda Crutchley in supplying the NDI with such high calibre law students every year. They have all been brilliant and have thrown themselves into everything we have asked them to do.

Then CB thanked most specially his wife Lin for her unwavering support for helping him found the Initiative and her very important hard work and expertise in the development and running of the centre. He said that since it was first established in Church House, it would have been a much more challenging job without her. Chris presented Lin with a bouquet, with his thanks for all her work over the last 13 years.

Then CB asked Chris Sumter to say a few words of introduction. We learnt that she came to live here from Spain about a year ago, where she had been running the Spanish Samaritans for many years. She is well travelled and has a background in education and psychotherapy. In Spain she managed 70 volunteers and will be bringing that experience to running the NDI.

Then CB talked about when he first met Sean Kelly, who was absent from the meeting as he was recovering from an operation in hospital. When he first met Sean he came into the office when the computers were down, and gave CB his card. CB explained to SK that NDI was looking for volunteers and SK said he would come. He looks after the computer system and has taken on the very important job of approaching trusts and foundations for funding, which has to be done every year. He always attends fetes and stores the gazebo and tables in his garage. He is amazing and a very nice bloke.

LB read out a letter from Sean, (who has been put forward as the new Chairman), He said that he had really wanted to be there, and he thanked Lin and Chris for allowing him to volunteer and for all their dedication and work for the community over the years.

CB finished his report by saying that he has enjoyed his time as Chairman of NDI, even the ups and downs. He thanked Nailsea Town Council for their help. He thanked CS for taking on the running of the office. He thanked SK for accepting the role of the new Chairman, and said that for him it has always been about serving the community, and not about CB.

LB then thanked Chris for his contribution to the community and work over the years and talked about how, after his disablement, he took up charity work. He did not retire, but first worked at St Peter's Hospice, then at Dial, where he met John Broomhead. Without John's help the NDI would not have happened, from a little acorn it turned into an oak tree. Chris has done everything head cook and bottle washer. Thank you for helping the community and doing what you have done.

Treasurer's report: See CH report.

Election of Officers:

Chairman: Sean Kelly

Vice Chair: Chris Baker

Treasurer: Carol Haughton

Secretary: Helen Read

Trustees: Chris Sumpter, Jackie Uren, Maggie Parnell, Michel Limpinnion, Dave Roberts, Sean Kelly, Chris Baker.

Agreeing bank signatories: It was agreed that Chris Sumpter would be a bank signatory. Agreed by DR and seconded by LB.

Next Committee meeting – Tuesday 10th May-7.30pm.

**Nailsea Disability Initiative
Income And Expenditure Account
Year To 31st December 2016**

INCOME	2015	2016	EXPENDITURE	2015	2016
funders grants	16,650.45	10,850.00	rent & service charge	11,000.00	11,916.29
donation chqs	1,712.53	1,711.02	council tax	796.66	804.14
donations cash	457.31	663.78	phone/broadband	772.45	550.49
fundraising	725.50	2,120.56	electric/utilities	889.00	479.79
busking	232.11	302.23	postage	143.95	115.34
book sales	117.60	212.34	office supplies/stationary	353.49	404.79
recycling	25.37		office equipment	116.04	137.14
easy fundraising	93.29	118.24	computer equip/software	266.47	25.94
radar keys	49.00	63.00	insurance	864.26	306.12
BBC Street Auction		500.00	maintenance	-	149.14
			memberships	69.00	171.00
			cab	725.80	46.00
			books/advisor requirements	758.80	190.99
			training costs & fees	60.90	57.90
			volunteer milage/exp	932.63	1,153.34
			CRB checks	10.00	
			fundraising costs	134.84	95.87
			hospitality/refreshments	66.91	48.98
			misc expences	10.00	107.45
			cleaning	25.13	13.50
			advertising		24.25
			DBS Young bristol		30.00
			LGBP		58.80
	20,063.16	16,541.17	Sub Total	17,996.33	16,887.26
Deficit		346.09	Surplus	2,066.83	
	20,063.16	16,887.26		20,063.16	16,887.26

**Nailsea Disability Initiative
Balance Sheet
At 31st December 2016**

	2015	2016		2015	2016
Bank Account	11,076.95	9,774.81	Reserves b/f	9273.87	11340.70
Petty Cash	263.75	58.53	Surplus/(Deficit)	2066.83	-346.09
Prepaid Insurance		414.11			
Prepaid Rent		747.16			
	11,340.70	10,994.61		11340.70	10994.61

*** FOR INFORMATION ONLY ***

NAILSEA COMMUNITY TRUST

Individual Claims Committee 1st April 2016 to 31st March 2017

Grants administered on behalf of Nailsea Town Council

	Grant	Category
██████ reformed drug user, now living independently. Washing machine. Referral by Alliance Living Support Caseworker	£208.94	N PD
██████ - single parent with 6 children. Grant towards Kingshill School summer camp	£200	N PD
██████ single parent with 2 children, one with special needs. Grant towards Kingshill School summer camp	£150	N PD
██████ - 3 children, one of whom is autistic. Grant towards a Merlin pass so whole family can have days out together.	£200	N PD
██████ severe medical & emotional problems. Living in a flat with little furniture. Bed & bedding	£143.80	N
██████ fire in adjoining house destroyed contents of hers. Kitchenware	£200	N
██████ - single parent with 3 children. Sessions at Greenslade Pre-School for youngest so mother can attend Weston College to gain her GCSEs	£286	E N PD
██████ - suffers from dyslexia & AHAD. Extra 1-1 tuition so he can gain his GCSEs at Nailsea School	£450	E N PD
██████ - Grant towards a manoeuvrable wheelchair to enable her to get around her house. Referral by Support Officer, Elim Housing Association	£250	N
██████ - Grant towards cost of 2 sons going to Paris with Nailsea School Music Dept	£300	N PD
██████ - deported after 33 years in UK. Grant towards shipping home contents to Malawi.	£300	N
██████ - unable to work because of medical problems. 1 child. Replacement cooker. Referral by Support Officer Elim Housing Association	£250	N
██████ - single parent with 3 children. Grant towards her son going to Paris with Nailsea School Music Dept	£60	N PD
TOTAL FOR THE YEAR 1st April 2016 to 31st March 2017	£2,998.74	

UPDATE ON RUNNING TOTALS. 1989 when the Trust was set up to 31st March 2017.

**£45,525 granted on behalf of Nailsea Town Council
£54,530 from Nailsea Community Trust funds**