Aberfeldy Big Local

**Minutes of Board Meeting held on Tuesday 18th July 2017 at Leaside Business Centre**

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| *Board Members in Attendance*   1. Kim Nguyen (Chair) 2. Ahmed Hussain 3. Patrick Harrison 4. Matt Wall 5. Rokun Choudhury   **N.B. The meeting was inquorate.**  *Also in attendance:*   * Sian Penner (Big Local Rep) * Stacey (Aberfeldy Resident) * Rokib Choudhury (Aberfeldy resident, and Aberfeldy FC) * Liam Harney (Engagement Worker) | *Apologies received:*   * Val de Vos * Leila Lawal * Abigail Gilbert |

|  |  | **Action** | **By Whom** | **By When** |
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| **1**  1.1  1.2 | **Site Visit to Old Library**  Ollie took the board around the site of the old library where he is proposing to set up a media studio with a loan from Aberfeldy Big Local.  The visit was a chance for the board to visualise the site and hear more about Ollie’s plans, with the view of making a decision in future. | Liam to liaise with Sian on what Ollie needs to prepare for a loan to be made possible, with the view of a proposal and decisions being made at the September board meeting | Liam and Sian | August |
| **2**  2.1  2.2  2.3  2.4  2.5  2.6  2.7  2.8  2.9  2.10  2.11  2.12 | **Funding Allocation Process**  Board discussed the process for allocating grant money to residents and organisations through the community chest.  Kim reported on a meeting with resident board members held earlier in the week where people suggested that the board does not necessarily feel comfortable making decisions on allocating money at the moment. A point was also made about whether local people had the time, recourses and appetite to apply for and run projects  Ahmed presented his ideas for a process for allocating small grants to local people. This is a simple, step-by-step process whereby people who have an idea that needs some money should chat with Liam about the idea and the ABL criteria, ; fill in an application form; send form to Liam to check; Liam proposes the idea at the next board meeting & board makes a decision; project takes place; project leader feeds back to board at end of project  Sian asked what the purpose of the small grants were. Ahmed suggested it is to raise the profile of ABL and get people involved  Sian said we can have small grants that have broad themes attached to them and are easier to access, and commissioned projects that the board puts out to tender with specific conditions attached  Liam suggested the small grants could be allocated on a monthly basis, with commissioned projects being decided differently  Ahmed said the smaller grants might lead to bigger ideas and applications. Sian said we don’t have to do both at the same time- the board might want to try the small grants for 6 months then look at larger commissioned projects  Liam asked whether there is enough appetite locally for people to apply for money to tune projects- Shah found this difficult before. Sian said that the idea is not to get people doing ‘projects’ but giving them money to do things that actually want to do e.g. allowing an older people’s group to put on a party at Christmas. We need to keep it simple and appealing, and it might take 6 months- 1 year for people to get the confidence to apply for some money  Rokun asked about how we can trust people who apply for money to do what they said they were going to do? Sian said we have to trust people and take the risk, and that the board will know if people are dodgy or not because they live in the area.  Sian suggested it would be good to get activity going over the summer whilst the weather is nice. Also there is no rush to spend any of the money as the Big Local programme will have money available to the partnership until 2026. Also, we do not have to address everything at once and can choose one or two themes from the Local Plan to focus on for the first year at least.  Rokib said that Aberfeldy FC used to run summer football sessions in the cages a couple of years ago and could do something similar this year  Kim asked if we can get an easy process in place for summer activity through the community chest? Liam said it’s possible and suggested a summer community chest with £250 maximum for applications | Create summer community chest publicity and application form, circulate to board, and offer people to put stuff on over the summer | Liam, Sian |  |
| **3**  3.1  3.2  3.3  3.4  3.5  3.6  3.7  3.8  3.9  3.10 | **Aberfeldy Public House**  Liam discussed the proposal for the Aberfeldy Public House. The proposal covered the following information:   * Turning 50 Aberfeldy Street shop unit into a community focussed pub * Developing a partnership with local arts community interest company Fitzrovia Noir (FN) to run the pub. The partnership would be based on ABL providing a grant to FN to renovate the space and pay for a change in premises licence. A service level agreement would then be drawn up with criteria that gives ABL access to and control over the pub space to ensure it meets the needs of local people and the ABL board * Proposed that FN would run the pub Weds-Fri evenings and all day Saturday and Sunday. FN would earn their living through the pub business and reinvest any surplus money made into the pub project in Aberfeldy, supporting arts projects with residents around local history * on Monday and Tuesday the space would be available to ABL for engagement events and local residents to host groups and activities * During the days in the week, Liam would be able to be based in the pub, with it open for residents to drop in for a cup of tea, to hang out and chat- this would be a visible engagement space to promote ABL * The pub would also act as a social hub for residents, hosting film viewings, sing-a-longs, karaoke, bingo, coffee mornings, parties, coach trips etc. * The space has been offered to ABL by the ACCENTS team at Poplar Harca (who own the building) on the condition that ABL finds a partner to deliver the pub and pay the lease and business rates. ABL is not able to pay these as it is not a legal entity * The shop unit is due for demolition and would need to be vacated by mid-2019 at the earliest and mid-2020 at the latest * The unit would need refurbishment to make it fit for use. A rough estimate of the cost of this is between £10-15,000 * Market price for rent of the unit is £350 per month and the lease being offered by Poplar Harca is a short life tenancy with a 30 day termination period (meaning Harca only need give 30 days’ notice for the building to be vacated) * The premises is currently A1 and to sell alcohol it would need to be an A4- this requires applying for a premises licence from LBTH. * Fitzrovia Noir hold a personal licence to sell alcohol and so could apply for a premises licence for the space   Liam suggested a number of options for the unit. The first was to partner with FN through a service level agreement to run the space. This was deemed effective in allowing the idea to move forwards, and allow ABL to provide a grant for the refurbishment because FN are a non-profit business and ABL cannot subsidise private profit through public money in the form of a grant.  Another option would be to find a local resident to run the space as a pub and provide a low-interest business loan from ABL. Liam argued that the risk of the space (being so small) might put off local people from taking out a loan for fear of not making the money to pay it back. The loan would also take some time to arrange and the time is ticking on the use of the space due to the planned demolition.  On this note Matt said he had a business proposal from someone locally for a pub business but was unsure of the timings to make things happen. He suggested we take the risk with FN, potentially wasting the money if it goes wrong, rather than wasting time in getting the shop unit when there is no other space for a pub currently in Aberfeldy.  Matt’s other concern was that the space is quite small for a pub and thus not ideal, but that people talk to him about the lack of a pub all the time, so thought it was worth taking the risk with this small space.  Liam said that we can use the small pub to build community support and momentum to get a proper pub built for the community as part of the Aberfeldy Village regeneration by proving its worth on a small scale and lobbying the developer. This new pub might be a more viable option for a resident to take on as a business  Matt suggested that in future we try to think of local businesses as a way to invest big local money and that in supporting local people’s businesses we are supporting the community. This is something to think about going forwards. Sian said Big Local cannot use public money to subsidise a private business but that the money can be used to buy a service off a private business, if this service is deemed to have a benefit for the community,  The board talked about whether a pub is for everyone in Aberfeldy, given that the Muslim community do not drink alcohol. Rokib and Rokun said that they used to use the old Aberfeldy tavern to watch the football and Ahmed added that we shouldn’t worry about whether some people wont use it as not everyone will go to the pub but we should take a chance to make something happen. It was noted that without the Aberfeldy Tavern the estate felt like a ghost town, and so this could help breathe some life into the area.  Sian suggested we aim to get below market price for the lease, and that we secure a ‘tenancy at will’- allowing the leaseholder to stop paying rent on notice if the date for demolition is brought forwards. Matt suggested we ‘hustle’ with the developers of Aberfeldy Village to get them to pay for fitting of the bar etc. as the pub will be an asset for newcomers and support their marketing process  The board agreed to take the pub idea forwards with Fitrovia Noir due to the urgency of the opportunity. Sian suggested that this needs to be worked into the Local Plan and that her, Liam and Matt meet to wotk on a proposal with costings and legal details ready for the August board meeting for a decision to be made. | Develop costed proposal with SLA/legal details with Fitrovia Noir | Liam, Sian, Matt | For next board meeting |
| **4**  4.1  4.2  4.3  4.4  4.5  4.6  4.7  4.8  4.9  4.10  4.11 | **Visit from Kaizen**  Nicki and Dena from Kaizen visited the board to explain their work. Kaizen have been contracted to deliver engagement work by ABL. The discussion was to see how Kaizen could support ABL to achieve its goals.  Nicki provided an overview of Kaizen’s work across the UK in engagement.  Kim asked Kaizen how they can build on the Poplar Harca listening campaign, which effectively is the ‘voice of the community’  Nicki asked the board what they want to see happen  Ahmed said that he doesn’t want Kaizen to do the same work as Liam as he is in plac now. He asked how Kaizen, as outsiders to the community, could engage people better than locals? He said that Aberfeldy is a very hard area to engage people.  Nicki said that this is what Kaizen do- if they say they will get 30 people to a workshop, then they will.  Sian asked Liam what he’d find useful on the ground. Liam said he’d like to have a team of residents lead on conversations with fellow residents about the area. He is interested in community research to look at the issues in the area, the assets the community holds, the changes coming to the estate and how ABL can use its money to make sure residents actually benefit from those opportunities.  Kaizen said they have done community research before. Matt said this was a more grassroots model, like community organising. Liam agreed that this could be a good way forwards. Kim and Stacey said that this could help leave a legacy when Kaizen left and that residents’ could benefit from training and relationship building  Ahmed said the piece of work needs more thought before agreeing. It was suggested to wait till the autumn to start this work to get the process right before starting. Nicki said this loses the opportunities provided by nice weather in the summer, but that they are happy to get the design phase right before starting work.  Nicki said they have ability to work with a team of local residents to engage local people in conversations. They can get plans in place and ensure people are prepared to do this. Nicki also said community researchers can be paid or be volunteers- payment can cause problems locally but the decision is up to the board.  It was agreed that the board take time to think about where they are now and where they want to be and then talk with Kaizen about how they can support them in this | Think about this over the coming months | All board members | September board meeting |
| **5**  5.1  5.2  5.3  5.4  5.5  5.6  5.7  5.8 | **AOB**  Liam asked for help with the fun day, which is approach fast. He said that Aberfeldy FC have agreed to host their football tournament on the same day, and to run a BBQ. He said we can get DoLittle to provide activities with staff. Flyers to all homes in Aberfeldy to advertise the fun day would need to be put out during first week of August  Matt said the church has agreed to open on the day and provide toilets/refreshments but that people are away over the summer, so couldn’t find willing volunteers to man stalls  Board agree to a £5,000 total budget for the funday.  Matt asked if ABL will fund the playworker at St Nicholas’ church, specifically to run the Tiny Tots play group in Aberfeldy for all families (not just those belonging to the church or the Christian fiath) The church received £5000 for this in the last grants awards. Jane Hodges (the St Nick’s Vicar at the time) thinks that this funding was a 2 year commitment (£5000 each year). Patrick said that it was only for a year.  Sian said the playworker is not detailed in the current Local plan  Liam aksed when the funding is needed by. Matt was unsure but will find out and let Liam know.  Next board meeting set for Tuesday 15th August. All board from September 2017 to be held on 2nd Tuesday on every month.  Agreed that the August board meeting would cover the Aberfeldy Public House proposal and possibly summer community chest applications. The September board meeting will cover Ollie’s proposal and the Kaizen conversation | Meet to discuss funday, and get forms sent to LBTH, and agreement with DoLittle sorted. Plus publicity material. Will circulate plan to board for agreement  Let Liam know when funding is needed | Liam and Sian  Matt | 1st week of August  Asap |
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**Date of Next Meeting: 15.08.17 (Venue TBC)**