

BARROW UPON SOAR COMMUNITY ASSOCIATION

MINUTES BUSCA Trustees' meeting on Wednesday 16th Sept 2015 in Barrow Library starting at 7.30pm

1. **Welcome** to Angeline Kazianis, our new Coordinator of volunteers and Gaynor Barton to comment about a Barrow Voice stall at the Christmas Street Market
Apologies: Ceri F, Val G, Ginnie W, Carol W, Peter N, Sue R, Ted R, Betty T, Pauline R, Graham H
Present: Alan W, Brian T, Chris B, Diane T, Judith R (Chair), David R, Ann H, Mike C, Craig J, Frances T, Angeline K, Gaynor B

2. **Brief Report from Coordinator of Volunteers** Angeline K
After a round-the-table introduction of trustees, Angeline commented that she has now been in post for just over 2 weeks and is prioritizing getting to meet all the volunteers. She had already been introduced to the software package that assists the creation of a weekly rota and is now working on a rota that meets the wishes of the volunteers. She has met lots of new people who are involved in Barrow library and other libraries and feels she is getting her feet under the table very quickly. She is really enjoying the job.

3. **Report from Library Committees:** Alan and Brian speaking for both the BUSCA Trustee's Library Committee and the Library Management Committee.
The grant agreement, the lease, Angeline's employment contract and new insurance arrangements have all been signed off by the Library Trustees on behalf of the full body of trustees.
Before March 31st 2016 trustees will have to have formally agreed to adopt a large number of new or tweaked policies. We will start that process at the next Trustees' meeting.

LMC: There is very good support from the public and we are getting new members as an expression of this support.
We will look at the opening times to see if they can be tweaked to best serve the public. Frances: it is very important to have open times that allow working people to use the library. (our Grant Agreement requires us to do this).
We are looking at purchasing our own computers with a £3000 grant from the LCC. It isn't enough but we know that the existing system will not be upgraded.
We are investigating the practicalities of hiring out the library when it is not open.
Suggestions from trustees to extend the role of the library are already in our minds: a drop in centre, a hub of information, tourist information, guidance on use of computers, writing CVs etcetc. Also plenty of activity for children.
Conclusion: things are going well; there is a feeling of excitement; we are getting new volunteers; we are delighted with Angeline's appointment.

Angeline and Gaynor left the meeting.

4. **Minutes of the Trustees' meeting on June 3rd 2015** Alan proposed that they be accepted as a true record; seconded by David. All in favour.

5. **Matters arising**
 - i) Summer market: we got 20 new BUSCA members and several new library volunteers
 - ii) The official address of BUSCA is now the library : **North St, LE12 8P**

- 6.
7. **Treasurer's report** David R

David presented the accounts from Jan 1st – 31st July 2015. They show an overall loss of £3000, mostly due to the miss-match of Barrow Voice financing and the fact that the insurance is paid right at the beginning of the year. Actually, Barrow Voice made a surplus of £250 in both 13/14 and 14/15 which is excellent news.

Dances at Valentine time and March both made a profit; April less so. Mike C commented that the numbers of dancers is declining steadily as an aging clientele. When numbers fall below a critical level it just isn't worth running them. But that has a knock on effect on other activities, particularly the viability of the bar.

Various suggestions to tap a younger age group (themed evenings eg 50s night with band. More frequent Murder Mysteries)

David then produced a Reserves budget which concludes that we have about £8000 that is not allocated anywhere. (see Appendix 1)

8. Report from New Community Building Committee (Alan Willcocks) (report emailed: see Appendix 2)

Alan summarized his report and clarified that he is asking for Trustee's support for the NCB to spend about £10,000 (even though the principle of delegation in this whole project has already been approved by Trustees.). The professional feasibility study should give the answer to the big questions: is this project feasible? Does the village want it? Would it be a sustainable project? Without it, no further progress can be made because funders insist on knowing the answers to these questions.

Judith has already received email messages of support from Ceri, Betty and Val. The latter two have been very involved with the rest of the Events team in raising most of the NCB money.

David proposed that Trustees approve the spend; Frances seconded. 9 votes were in favour; 1 abstention. (Plus the three = 12 in favour and 1 abstention)

Alan thanked Trustees for their support but commented that if the study comes out with a YES it is feasible, the project will need a serious influx of new enthusiasts, equivalent to what has happened with the library take over. A big public event would probably be needed to get things going.

9. Report from website administrators

Some money (less than £50) has been spent on a platform to house sites for BUSCA, Barrow upon Soar and Heritage. (This has come out of the £500 budgeted for social media and websites last year).

Rapid progress has already been made by John Nurse and Keith Butler. The 2 new sites will be ready before August 16.

Diane proposed a vote of thanks to John and Keith. All in favour. She suggested that when the switch-over takes place, we try to tap into existing media interest shown in our library take over: Barrow first again in its takeover of their lv website. Purpose: to publicise the new sites and make sure that people are aware of them and start to use them.

10. Community Centre update (Carol Westbury) None

11. Progress and further discussion on Special Projects 2015

- BOSCAPS to be underwritten up to £500 as usual: outcome?
- Christmas Lights to be budgeted at £500 + £100 to pay for a generator for BUSCA stalls (see on)
- Continue to support the work of the New Community Building committee (see 8)
- Produce a new print of Walk 1 leaflet: no progress until the Jelson site is further advanced
- Continue to work towards taking over Barrow's Community Library via a Community Partnership with the LCC and financial and moral support from the Parish Council: see 3
- Support website administrators in finding a solution to the disappearance of the leicestershirevillages site and Heritage sites: see 9

12. Safeguarding and Child Protection (Val, Diane)

- i) Val G has been appointed Safeguarding Officer for the Library as well as for BUSCA
- ii) Val is researching a Vulnerable Adults policy for BUSCA, Library and Panto. Bran T will check his sheaf of policies.

13. BUSCA membership (Diane)

Agreed to end the 1st year's membership on 31st December and start new year on Jan 1st. Judith and Diane will meet to sort out tweaks to membership form and create a Renewal form.

Diane suggested that she writes a Newsletter to be emailed to BUSCA members as an update and perk for them.

It is now possible to pay for membership by Paypal on the BUSCA website.

Diane requested that the Library is used as a venue to promote BUSCA membership and renewal.

BUSCA booklets and joining forms need to be added to the Welcome pack. (Judith will action)

14. Reports from BUSCA groups

Barrow Voice (Gaynor): the autumn edition has just been distributed. Hope everyone enjoys it. See comments about advertising income enabling some editions with 36 pages.

Events (Mike): Events team will be doing the catering for the Murder Mystery on Oct 31st. Half the proceeds are for BUSCA. Then two dances: Nov and Christmas.

Heritage: Hoof and Hay exhibition in the Round House and then in the library

Library (Judith): will be having a book sale soon and would welcome stock

Panto (Judith): discussion tomorrow will sort out which panto in March

Youth Theatre (Judith): Little Mermaid will be performed on Nov 20 and 21st. 41 children and going very well.

Twining (Alan): A very successful visit from Marans with lots of visitors. Next year Barrow goes to Marans to celebrate 20 years.

Bar (David): fewer and fewer outside events require bars because there are fewer and fewer groups using the premises. There may come a time when we cannot sustain maintaining a community bar because the licence is very expensive (over £300).

15. BUSCA's stall(s) at the Street Market on Dec 5th

Agreed to place all the BUSCA stalls together so that we present a unified group. Mike will research and acquire a generator (silent) to provide lighting for all. Diane proposed that we should budget an additional £100 for the generator and lights. 2nded by Brian T. All in favour.

Judith to notify Twining, NCB, Barrow Voice, Library and Mrs Oakley (Jams in aid of BUSCA)

Val will carry out her usual role sorting out where stalls go. We can use the highway for stalls.

16. AOB None

17. Date of Next Trustees' Meeting: Thurs 26th November 7.30 in the Library

Appendix1

Reserves projection 2015 v1

			Balance
Unrestricted undesignated reserves at 31.07.15			11144
Anticipated further income in 2015 (bar 500 plus dances 250)	Est.	750	11894
Barrow Voice contingency	Est.	-500	11394
BOSCAPS	Est.	-500	10894
Christmas Lights	Est.	-500	10394
Modern media budget (inc. websites)	Est.	-500	9894
Reprint leaflet Walks 1	Est.	-1500	8394
Allowance for other expenditure to go out (misc 500)	Est.	-500	7894

The following Special Project is
uncosted:-

Leaflet for waymarked bike routes

Appendix 2

NEW COMMUNITY BUILDING SUB-COMMITTEE – FEASIBILITY STUDY

The new community building (NCB) project, which is an aim of BUSCA CIO, has reached a critical stage. After several years of work by the sub-committee and fund raising by the Events Committee we are now in a position to take a major step. To progress the project it is essential we commission a feasibility study and this will require significant use of designated funds held by the Association.

Recently, the BUSCA NCB sub-committee has received a grant in the sum of £2500 from Charnwood Borough Council's Community Facilities and Community Development and Engagement Grant scheme towards the cost of a study which will consider and report on the feasibility of providing a community building for our village. The study will be provided by consultants appointed by the NCB sub-committee at a total indicative cost of £10,000.

The consultants will be asked to consider four sites in the village for the building, to look at planning issues, drawing on information in around thirty data bases and addressing issues of need and a business plan to achieve and, importantly, run and maintain the building. The issues relating to possible sources of funding for what may be a building cost £1 million will be a significant part of the feasibility advice. There is little prospect of raising this amount of funding without having the result of a feasibility study in place.

It is reassuring to the NCB sub-committee that independent assessors in Charnwood Borough Council have shown sufficient interest in our proposals to make the award of £2500, but to engage consultants we will require the surety of additional funding from BUSCA Trustees, indicatively £7500 and we seek your support here.

Trustees should know that it is our view that there is nothing to be gained by carrying out any further exercises to establish need and detail of function of any building and that this project cannot move forward without a feasibility study carried out by qualified consultants in accordance with our detailed brief.

We trust these proposals will meet with the approval of BUSCA Trustees.

Alan Willcocks,
For BUSCA sub-committee
16th September 2015