

# CELL Meeting 16/3/15

## Linton Village Hall

### **Present**

Guy Nokes  
Jean Gardner  
Louise Liddiat  
John McCann  
Pat McCann  
Max Cairns  
Maureen Cairns  
Tom Dunn  
Liz Dunn  
Milburn Douglas

### **Apologies**

Bill Tarbit  
Kevin Hindmarsh  
Gillian Mason  
Christina and Bob Manners

### **Matters Arising**

Apprenticeships

- 4-5 interviews lined up, dates for these to be agreed with Christina Manners
- AG confirmed that can be looking for CELL worker at same time but not expecting to find candidate within apprentice applicants

### **Finance**

CELL Budget shortfall

Andrew referred to the Budget summary sheet and explained that £2000.00 had been deducted from the CELL budget twice.

In addition Peter Duncan's bill had included VAT of an additional £1715.00

Difference therefore of £3715.00

AG has liaised with Local Trust who have confirmed the money is available to draw down.

John requested a sheet showing in black and white the financial situation. Action AG

Steering group agreed that LRC shouldn't be out of pocket and to ask Local trust for the £968.45

Going forward Max introduced a spreadsheet he had developed for CELL finances.

Drawn from the payments schedule it will show:-

- Plan Budget
- Plan Commitments
- Plan actual – payments

Max repeated his view that the partnership should have independent financial expertise on it.

Pat agreed to approach Paul Brown accountant in Cresswell to gauge his interest in support - **Action Pat**

In the meantime all project leads should run proposed spend past Andrew to help determine minimising vat liabilities and the nature of agreements with third party provider of project / service. Payments could be contracts or grants and it is the latter which does not attract VAT. - **Action Task Group Leads**

#### **CELL Life**

- Agreed that reference should be to April 2015 start of CELL Big Local
- Article from Neil Taylor required
- This edition will focus on environment theme
- Jean needs a couple of lines from all Leads on activity update and especially plans projects / services soon to occur

#### **Action Task Group Leads**

#### **Task Group Leads Update**

Youth group -Skate park

- public protection required a noise assessment for planning to be approved cost approx £750 to be found from elsewhere
- NCC to project manage the build and handle VAT implications
- **Action Ensure signage for Skateboard park reflects Lottery / CELL investment.**
- **CISWO to be approached for permission to build on site once planning is approved**
- Article to be included in CELL Life once planning permission is approved
- Query as to what was happening with Shenstone site re play park

Housing

- Tom /Liz to liaise with Cllr Heppell (Housing Portfolio) re NCC housing officer support.
- AG to pursue additional resource to enable Tom Johnson re housing knowledge transfer expertise.

#### **Partnership**

No longer a steering group and need to agree meetings schedule going forward.

Agreed Partnership to meet quarterly and monthly meetings called 'CELL Community catch ups' to be open to village residents as they occur. The monthly meetings will be similar to those currently occurring in terms of content and the partnership ones will deal with performance management, financial review and requests for spend. The schedule was agreed as below:

<b>Cell Partnership</b>	Mon 13th	April 7-8pm	Pat and John McCann's house
Cell Community Catchup	Wed 15th	April	Lynemouth Resource Centre
Cell Community Catchup	Tue 19th	May	Ellington village hall
Cell Community Catchup	Mon 15th	June	Cresswell village hall

Cell Community Catchup	Thu 9th	July	Linton village hall
Cell Community Catchup	Wed 19th	Aug	Lynemouth Resource Centre
Cell Community Catchup	Tue 15th	Sept	Ellington village hall
Cell Community Catchup	Mon 12th	Oct	Cresswell village hall
Cell Community Catchup	Thu 12th	Nov	Linton village hall

Partnership to consider Terms of reference, Job Description for worker, Qtr spend, dates of next Qtrs meeting

The launch date for Biglocal was agreed to be 1/5/15 to coincide with a VIP event at LRC.

There is a Biglocal event on 17/5/15 to which all are invited.