



Minutes of Board Meeting – 6th of October 2010

Attendees: Richard Bridge (RB), Chris Easton (CE), Rosa Wright (RW), Sarah Coyte (SC), David Clarkson (DC), German Rodriguez (GR)

Apologies: Giles Goddard, Peter Truesdale, Abigail Tripp

No conflicts of interest were reported

Minutes of last meeting and Matters Arising

AT suggested a small change on the previous minutes of the last Board Meeting held on the 1st of September. She suggested deleting 'Coin Street' on the second line of the Action Learning Set for TRAS section. This change was agreed.

No more suggestions were declared, and the minutes were accepted by those present.

a. Feedback and follow up on points from AGM

- *Seek funding to support assisting organisations with funding bids and to train organisations to compile funding bids – mentoring on specific bids rather than general training sessions were considered to be more useful.* RB to discuss outline with David Fisher to outline who has the capacity to mentor and how this would work. This service could also be extended to external organizations eventually.
- *Lobby to try to get LA's and Government to reduce paperwork for smaller tenders and assist smaller groups to bid.*
- *Work towards evidencing impact – Community Audit will in part achieve this.* RB is working on a tool to help groups evidence their impact and may be able to bring it to the group after Christmas.
- *Consider more networking functions if useful, i.e. meetings with high profile speaker.* Opportunities for groups to network may not be useful if it is simply another meeting. Having a slightly different event with a speaker might be more interesting for people to attend. RB suggested the group consider various speakers they might think of.
- *Assist groups to access social media – matter for the Communications sub-group.*

Financial Report

No movements were recorded in September apart from admin costs and a charge for the accountants for the AGM, although this cost was not actually paid in September, so will appear in October.

The balance has gone down by £3,000 vs. the projected balance but this was because in the income and expenditure for the first 6 months declared some expenditure as 'restricted'. About £2,000 of these monies were

committed in the last financial year and not paid until the current financial year. This included £907 and £1,000 for grassouts outreach and the learning centre.

RB suggested it might be useful to have clarification on what was income and expenditure for the last six months excluding amounts previously committed but not paid out.

GR and D and A will prepare a brief summary for the next meeting showing income and expenditure only for that six-month period.

5. Community Audit- Next steps

The group agreed to ask the Communications Sub-Group if they can produce a marketing plan to make some recommendations about how WaCoCo should disseminate the Community Audit, which could include various methods of communications and actions to publicise the results of the Community Audit.

This might include a change of title, production of leaflets, insert into the next South Bank News etc.

If the Sub-Group could have some suggestions for the next meeting that would be timely in relation to the release of the next Community Audit.

6. Feedback from Communications Sub-Group and next Steps including plans for first edition of South Bank News with WaCoCo 2 page spread in it.

Newsletter

-It was agreed that a longer email/newsletter with more information sent less frequently would be better than the many shorter emails currently sent. The newsletter email is going to be sent every Tuesday on a regular basis, and it should feature the WaCoCo logo at the top and then we should have agreed regular headings or sections. RB suggested: General News, Events and Training Opportunities, and Funding News. Also RB agrees to forward to GR all relevant things to be published on the newsletter rather than forward on.

-CE is going to email an example of newsletter from Southwark to see if it can be used as a template.

-RB asked GR if it is possible to update WaCoCo's website with the information contained in the news letter.

Website

The group agreed that the current website is functional but not welcoming and it needs to be 'humanised' by adding more pictures of the community to encourage users to interact more with the community and WaCoCo.

RB asked GR to ask David Fisher if he has pictures of the Expo that might be suitable for use on the website.

South Bank News

Information to be published:

-General information about WaCoCo, aims, future, achievements to date, current members

-Outline the benefits of joining WaCoCo, by recent case studies with pictures if possible

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A.O.B