

Minutes of Broomhall Centre Board meeting

Tuesday 2nd March 2021

Meeting took place using Zoom because of the COVID-19 lockdown

Present: Jillian (chair) Maggie, Pete (minutes), Margaret, Duncan, Imran, Ian, Andrew

Apologies: Mavis

Minutes of previous meeting 2nd February 2021

Agreed.

Matters Arising

Matters arising dealt with on the agenda.

Our Broomhall website

Pete presented a report on his investigation. Agreed that we should pay Community Sites for this year and keep the site as now for the next year. At that point we will review usage and options for its future. Pete to inform Community Sites, Margaret to pay their outstanding invoice.

Pete to ask Rafik if it is possible to link the site to our Facebook page and to the Centre website.

Maggie will consider whether it has the potential to be the starting point for a University history or media studies PhD.

Pete to contact the City Archives to see if there is any interest there.

One long term option may be to try and get it to become a place where Broomhall residents past and present can share their histories.

Bookings and Activities

- **Response to the Road Map:** We can run educational and welfare related activity even during the lockdown however no users have wanted to risk this at present. Most of our user groups would not be allowed to meet at present. Rafik to contact groups to find out what their restarting plans are.
- **Homework/Coding club:** will most likely start again after Easter Duncan to consider options with Emily and to start planning for some summer activities. National Youth Agency is recommending youth clubs restart after 12th April.
- **Women's Health and Computer Cafe:** Saima and Rosie to talk with members about when they would like to restart. They may start during March as a welfare group.

Staffing

Arrangements mainly continue as before:

- **Patrick & Najma:** Both furloughed but will be brought back as required when group restart using the centre.
- **Rafik:** Furlough for 80% of time working other 20%. He will also be the tutor when he works with the Women's Group.
- **Emily:** will continue to be employed taking the club online.

Jillian liaising with VAS.

Finance

- **FSG Minutes:** Noted
- **ProPlus debt:** Margaret and ProPlus have agreed on the size of the debt and that £50 will be paid back monthly. First payment received.

Action

Pete
Margaret
Pete, Rafik

Maggie

Pete

Rafik
Duncan,
Emily

Jillian,
Saima

- **Forecast:** Budget is holding up at present because of furloughs. Will need to keep close monitoring as during closedown we get no unrestricted income. It was noted that the £1,000 job retention payment is now cancelled. The Government has said there will be replacement but there are no details yet.

Funding

- **University:** Payment expected soon.
- **Garfield Weston:** No news expected before April.
- **Veolia Environmental Trust:** We should hear around 9th March.
- **CIL:** Have agreed at least the 25% (£3,900) of the ventilation cost and may consider more if Veolia does not deliver.
- **Gift Aid:** Pete working on this claim. To include takings from Community Cinema session organised by Jillian in November 2017
- **Women's Health Sessions:** Jillian has met with all involved. Sessions will start again, possibly mid-March, certainly after Easter .
- **Homework/coding:** No information received on SYCF funding carry over requested. Assuming this is agreed Emily and Duncan now have a draft budget for the next 14 months which they can revise to best fit planned activity.
- **Southall Trust:** Jillian will write to say we will be applying in the future.
- **Veg Cities:** Jillian has been offered £750 for Broomhall Beans project (growing runner beans in gardens/balconies as described in report circulated before the meeting). Agreed it can be managed through Broomhall Centre, Jillian and Saima to lead.
- **Magic Little Grants:** We are now able to apply again for £500 for this year. Agreed that we should bid for additional funding for Broomhall Beans. **Post meeting note:** *Jillian has completed application to Magic Little Grants asking for money to support filming/promoting the project via social media (in order to reach people glued to their phones). Would pay for assistance from Isaac's multimedia hub and celebration event.*

Jillian

Pete

Duncan,
Emily
Jillian

Jillian

Next meeting

We will continue to meet at **5.30pm on Tuesday** evenings. The next meeting will be via Zoom again. An invite to join will be sent.

- **Tuesday 6th April at 5:30**

All