

Brixham Future-Meeting Minutes held 25th May 2016 at 7.00 pm at Lupton

Present: John Brennan, Janet Howard, Pauline Neal, Bob Fitzmaurice, Janet Astle, Keith Dodd and Sara Caselton-Bone

Apologies: Nigel Makin. N.B. Councilors: did not attend as this was a planning meeting.

1. Relationship between Brixham Future and Brixham Town Council

Clarification was sought on this issue – the Group would like the Council's 'clear view' – a succinct statement. [See Action below.] All agreed that the relationship with BTC is positive and they are happy for Ian, Gill and David to be involved, and others as deemed helpful/necessary. Councilors will be invited to meetings, with a maximum of 3 to attend a particular meeting.

Action: Ian Carr emailed out a Brixham Town Council document from July 2015 regarding recommendations for Brixham Future – all to read.

2. Member responsibilities

The following were agreed.

Interim Chair – John Brennan

Interim Treasurer – Janet Howard

Interim Company Secretary – Keith Dodd

Secretary – the taking of Notes/Minutes to be shared

3. Public Meetings

It was agreed that holding public meetings on a regular basis would not be helpful, but that the Group will share information with other Brixham groups and, eventually, publish a quarterly newsletter and/or information in The Signal.

4. Business Plan

There was much debate about whether or not this was required at this stage – although all agreed that clarity in terms of purpose was essential. Some people felt that to spend too much time on a detailed plan at this stage might be counter-productive – in terms of achievement of deliverables in relation to existing projects. Others felt it was essential to complete the plan in terms of achieving a consensus on the way forward and attracting additional members. Agreement was reached regarding a 2-page document – using the objects from the CIC as the starting point.

Action: John Brennan to produce Business Plan to be shared by email for feedback.

5. Marketing of Group – Belly Bin

It was agreed that it would be beneficial to use the trial of Belly Bins as a marketing opportunity for Brixham Future by issuing a press release publicizing Brixham Future's involvement in the project.

Action: Nigel to produce press release, with help from Pauline as needed.

6. Logo

Example logos were reviewed and it was agreed which one will be used going forward.

7. Projects

It was agreed that the focus for the next 12 months should be the following, with an overall theme of 'tidying up Brixham'.

Clean Sweep - to be held on 9th April 2017 – with planning to start this Summer.

Way finder Project – all happy for this to continue with a widening of the scope and phased approach. Pauline emphasized that more members need to be involved.

Lighting of Breakwater – all happy for this to continue, with Keith as the lead.

8. CIC

As with the Business Plan, there was much debate about this area, with 2 members being in favor of going ahead with this straight away, 2 wanting to delay it by a few months and 3 abstaining. Everyone agreed that a CIC would be formed within 12 months. In the meantime, more members will be recruited based on the Business Plan and other marketing/publicity and work will be completed on agreed projects. It was also agreed that a bank account could be opened and small bids for funding made prior to the formation of the CIC.

Asset Lock

There was a consensus that the Asset Lock should be Brixham Charities and the correct wording be inserted in the CIC document for this.

Election of members

It was agreed that this should take place annually.

AGM

There was a discussion about whether this should take place physically or electronically – although no firm decision was made and Sara agreed that it might be helpful to remind everyone of the key aspects of the constitution from the CIC document.

Action: Sara to ensure correct wording inserted for the Asset Lock and also to share key points from the CIC in a shorter document for members.

9. Date of next meeting

John Brennan agreed to remind everyone and draw up an Agenda – although it was agreed that the focus of the next meeting would be the Way finding Project.