

## **Brentford Community First Panel**

### **Minutes of Meeting No. 1 held on 29<sup>th</sup> June 2012 at Docking Station**

**Present:** Alison Jones, Andrew Dakers, Sally Malit, Kath Richardson

#### **Terms of Reference:**

Draft Terms of Reference as previously circulated were agreed with the following additions:  
under Membership:

- The lifetime of the panel is 4 years.
- The Chair and deputy should be reviewed annually in July.

under Conduct and Values:

- Conflicts of Interest will be managed according to the Guidance for new panels (p16) and the panel members interests and potential conflicts shall be listed on the website

under Decisions:

- if the panel is in deadlock the Chair has a casting vote.

Community First will have a mini website at [www.brentfortw8.com/info/communityfirst](http://www.brentfortw8.com/info/communityfirst)

#### **Funding Priorities:**

Three main strands:

Youth from 0-18

Vulnerable people (physically or mentally disabled or isolated)

Community cohesion.

Ideas:

opportunities for young people

centre for youth after school

young people, vulnerable people, community cohesion,

local art exhibitions, exhibition space, widening access to existing programmes, removing barriers to access to local assets, inter-generational

Community spaces like Mission Hall, Clayponds Estates - what are their funding needs

A4 divides Brentford

shared space with perceived ownership by different groups

## **Funding Projects (£39k)**

Aim to total £40k which must be matched by volunteer time and contribution within each project.

Maximum target for each of first 4 years after which we should have raised sufficient endowed funds (Endowment Match Challenge) to continue the project.

Applicants will be encouraged to state that if project is successful then they will apply to repeat it in subsequent years.

### Youth Projects (£14k):

Brentford Toy Library - £5k for sessions

Clayponds Estates Residents Association Ginette Odey commission regular youth club evening at Docking Station and similar at Clayponds from Westplay / Kiara Edwards (outreach worker) - £4k

5 x £1k targeted projects, like outdoor activities in Carville Hall South, or GPLZ summer programme such as graphics, cartoons, videos as has previously been delivered) - Brentford FC CST and GPLZ

### Vulnerable people: (£10.5k)

TASHA foundation

Speak Out

Disability Network Hounslow

All three to be invited to bid for outings, events, regular meet ups, play - £3.5k each

### Cross-generational (£14.5)

Carols in the Park £1.5k Sara Ward / Bless Community Church

Brentford History Project £2k - Kath Richardson / Brentford Community Council

May Fayre £2k - Sally Malit, Brentford Toy Library

August Brentford Picnic £2k - Sally Malit, Brentford Toy Library

Hanging Baskets - Cultiv London and BHSSG £1k

Markets BHSSG - £3k

Cultivate London with St Paul's church, St Paul's school £3k

## **Actions:**

Alison will double check deadlines for project details; forward her Pathways report on Ealing and Brentford funding, with new report to be distributed when released

Kath will create website

Could all panel members supply a list of interests and a 3 line bio for the website.

Alison to clarify: Matched Funding - does it match existing volunteered hours or does it have to be new

**Timetable:**

Need to clarify immediate timetable, plus annual deadlines of when projects must have applied, committed detail, spent money by etc.

**After the meeting** it was also agreed between those present via email to add in to the terms of reference:

“Panel members should attend at least 50% of meetings each year and if a member fails to attend 2 consecutive meetings, without sending apologies, they will be deemed to have resigned and can be replaced. “

It was also discovered that the allocation of funding was in fact £2,812 for Year one so it was decided to invite Brentford Toy Library to apply for funding for £1,000 for the Great Brentford Picnic and Brentford FC Community Sports Trust to apply for the balance for targeted summer events.