

TRANSITION STROUD COUNCIL

Meeting Monday 14th May 2012, 7.30pm – 9.30pm, The Exchange, Brick Row, Stroud, GL5 1DF

Present: Seb Buckton (TS Development Worker) , Simon Allen – (Director & chair), Erik Wilkinson (Director & minutes), Crocket Cresswell, Bernard Jarman, Mark Keogan, Philip Booth

(Meeting not quorate)

Apologies: Helen Royal, John Meadley, Gail Bradbrook, Martin Whiteside, James Beecher, Anna Bonallack, Claire Deacon

1. Optional social

2. Decide on chair for meeting

Simon was supported as Chair for the meeting.

3. Formal introductions and Apologies

For apologies see above. All introduced themselves.

4. Approval of minutes of last meeting

Minutes of last meeting approved by those who had attended

5. Actions from last meetings

Funding meetings with SDC / Ecotricity/TS budget. *Ecotricity:* don't currently want a partnership agreement but positive about us bidding for funding like other groups. Want TS to make a presentation to their staff – and are keen for their staff to do voluntary work. Also happy to help with marketing materials. Gail coordinating dates for further actions/meetings.

TS will get £40 (£60 for joint fuel) if we recruit customers for Ecotricity – however a process needs to be followed. Seb will publicise

SDC has offered TS £4k which is less that was asked for but does not include funding TS is getting for Access Bike, YES and Draught Busters – which takes the total up to £12k. Two progress reviews to be held during the year to review

- Practice guidelines for wood group
- Company secretary Mark Keogan has now met many of the directors and is keen to become Company Secretary. Positive responses received from a number of Directors Action: Simon to follow up references and seek response from all Directors
- Follow up of people willing to make financial contribution Six or seven people identified and Simon will be following them up.
- TS mail at Exchange / labels -

GB

SB

c/f GB/JF

SA

SA

- **More directors – item for AGM** - currently 9 directors and there can be twelve . Those interested such as Crockett should come to meetings and meet directors so that by the AGM in late September all are clear about what is involved and what skills are available. SA to introduce Crockett to others.
- **Marketing material update:** Leaflets and cards now printed– 2,000 copies of leaflet and flyer, 1000 of business card. Everyone took some to distribute as best they can. More available from Seb – including 5000 Open Garden booklets. Seb has also purchased new display boards, a gazebo and trestle table.
- **YES! Update** progressing slowly but positively
- **CLS bid update** progressing hectically – Residential went well, now over 200 completed the questionnaires - with school students also about to complete it. Eight working groups currently meeting and all stakeholders meeting on Thursday 24th May (1. 30pm to 5 pm).
- **Food Strategy Group** progressing positively - see Helens report in appendix 1
- **Stroud Community TV:** – contribution from SCTV say £26 or 10 per cent of TS insurance costs would be welcomed. Erik and Philip met and identified action points. Erik and Philip to implement action points and report back re any continuing issues
- **Pay £120 to Stroud FM** Simon checking
- **Hawkwood College meeting:** EW reported on useful meeting with the Principal. Meeting supportive of TS council having a strategy meeting at Hawkwood (to discuss issues such as value of TS changing status to a charity) so Principal can meet the Council. Erik and Simon to progress
- **Stroud Life agreement**
- **SCA ~ Marketing post discussions:** SCA have appointed someone to the post. Seb will meet them and discuss working together effectively e.g. sharing Stroud on Water stall. Seb to report back on progress.
- **Evolving support for Dev Worker and Event Manager**
New support structure meeting happening this Friday 18th May. All Directors invited to attend and Nick Weir of Stroudco may also attend in the future. New contracts for Seb/Helen being developed

SA/ CD

EW/PB

SA

EW/SA

c/f JB

SB

SA/GB

6. Finance report

TS current balance is £20,465. 22p

- Coop mandate for Claire to be a signatory for the bank account is about to be sorted
- John Maddox has produced a list of the pros and cons of TS moving to Charity status – **Action : to be discussed at a future TS council meeting**
- John Maddox also advised TS to get more tax advice. Simon has made contact with Will Abbot from accountants Randle and Payne. **Action: SA to report back**
- Simon Allen then presented two financial proposals:

As per e mail to Directors on 20 April, it was proposed by SA and seconded by Erik Wilkinson:

6.1.

a) We contract with Fiona Meadley (*Qualified as a lawyer, 10 years Finance Director of a company operating internationally, local financial planning / business planning experience*)

with the Jenner Trust, Gloucestershire Printmaking Cooperative, Stroud Valleys Artspace (financial control of their £1.5 Million capital development project), Trustee (Finance Committee) for the Arnolfini, Bristol) to prepare the financial budget for the proposal to BIG Lottery at fee of £500.

b) We contract with Nick Wier, (BA(Hons) Business Studies and diplomas in facilitation and counselling) to facilitate 2 workshops and deliver 1 training session at fee of £600 +VAT.

c) We contract with Creative SustainAbility CIC to engage Chris Jockel (BSc, Post Graduate Diploma Environmental Management, Diploma Professional Business Studies) - (in lieu of JM stepping back a little) to manage contracts with partners and risk assessment (his specialism) other tasks of this kind as required – fee up to £500.

d) At the discretion of the project coordinator AB, and project manager JM, a fee of up to £250 to selected partners to draw up plans for areas of interest, estimated maximum cost to be £750 at this time, but a contingency fund is available if financial support is needed for additional partners. Details to be provided in due course.

Recommended for support by Directors - Action: to be discussed/ratified by Directors at the next meeting.

6.2.

As per e mail to Directors on 25 April, it was proposed by SA and seconded by Erik Wilkinson:

Proposal;

Appoint Dominic Thomas as sole trader and Helen Royall also as a sole trader to prepare and set up a web site for YES! as per the specification below. Proposed terms are that we continue the current rate of £10.70 per hour, time sheets to be kept etc - hence the contract price to be up to £1,000 to include time involved (at £10.70 per hour) plus direct costs involved in completing the work. This will need to be translated into formal contracts in due course.

Website - Output

1. Set up a website for YES!

Process:

2. Collect the information and facilities that need to be on the website
3. Create opportunities for other stakeholders to contribute / design
4. Run 2 or 3 workshops with young people to understand requirements
5. Site should have a blog / forum for all to be able to contribute
6. Re Logo - contribute to the process of the development of the selected logo (being led by the CLS media team) and to ensure that the results are incorporated into the website design.

Timescale

7. Complete consultations in Summer Term 2012
8. Mount skeleton site by end of July
9. Formal launch in schools in September
10. Maintain until December (if CLS Lottery bid successful this website will be assimilated in the Future Now website; will know the outcome of that bid by end of August)

Recommended for support by Directors - Action: to be discussed/ratified by Director at the next meeting.

Meeting added that If the website is to have a blog or forum it needs to have a moderator.

Action: Mark to discuss with Helen

MK/HR

7. Any other business

- **TS Films:** James planning a series of films (as agreed as part of TS marketing strategy). The first one will be this Sunday. Meeting inputted their preferred film and Seb will publicise. Action: Seb to promote film and series of films
- Science, the Spiritual and the Global Brain: Two Peter Russell Films on Saturday 26th May 11am to 4pm. Details from Greg Dance
- **STC grants:** Philip alerted everyone that STC grants available from £500 to £3000 for new projects. Deadline is 15th June. Agreed important to let all TS Directors and partners know about this so they can consider appropriate projects. Recognised need to coordinate submissions. **Action: Seb to alert TS Directors; all to let Seb know if considering making an application**
- **Council meetings:** Seb booking additional dates at the Exchange. SB

Date and time of next meeting

Friday 8th June 7.00pm for 7.30pm, The Exchange, Meeting Room

Erik Wilkinson 15th May 2012

Appendix 1

Updates from Helen Royall (TS Events Manager)

for Transition Stroud Council meeting
Monday 14th May 2012

Open Gardens

- We now have 40 gardens – 16 new ones. Helen Pitel has visited all and made contact with the new gardeners.
- Arun has made a brilliant job of the website <http://www.edibleopengardens.org.uk/>.
- Sharon has designed a lovely booklet – put together by Jane Brown – which is now at the printers and will probably be done by the time you meet.

Open Homes

- Met again with Glos Open Homes – Thursday 4th March. Hoping to set up a GTT (Gloucester Transitioning Together) website and links to activities around Glos County.
- Discussed funding and timing of leaflets. Going for a similar leaflet with individual district information.
- Becky is planning to have demonstrations/workshops at the Installers Fair at the Festival of Nature.

Self Sufficiency Weekend

- Due to several difficulties, Ellie, Seb and I have decided to cancel the weekend for this year. We will discuss possibilities for next year.

Bikes in the Park

- Planning stalls and activities for Saturday June 24th
- TS shared an article in SNJ about the sponsored bike ride and following activities.

Access Bike

- Bikes have gone to students from Maidenhill, Shrubberies and Stroud College.
- Despite the contact from Harry by emails, phone calls and visits, the other schools are slow to take up the offer. (Harry is thinking about ways to encourage them – to make sure that students don't miss out because staff can't take on more things to do.)

- See invoice 02 ABHG for £35.75

Food Strategy

- Met on Tuesday 8th. Have now set up a sub group to look at the Food Strategy -
 - Arun Cappi is addressing 'risk' factors.
Julia Currie the agricultural and rural perspectives.
Matt Reed (Glos UNI) the research, rural economy and policy perspectives.
Nick James the synthesis and world economy issues.
David Drew the 'political' context

Stroud FM

- Excellent guests as ever. Download (Listen Again) numbers range from 10 to 162

Textile Group

- We had a meeting in April and shared crochet skills, 2 new members came who had signed up at our Textile Skills Day.
- 8 people visited Filkins Woollen Mill and had a guided tour of the Mill, the museum and the stores.
- Our next meeting will be **22nd May 7.30pm** at Anne Woods in the co-housing. It will be continuing crochet skills.
- We are still looking for transition members who want to come and mend something, come for a one off – you will get lots of help.

Down to Earth

- Have been awarded £13,000 for the FRUIT AND NUT TREE GUARDIANSHIP SCHEME – this is pump prime funding for elements of the project. Approx £10,000 is for food production.
- Also awarded £3 - £5,000 for their Community Allotment and Garden Share Scheme for Council Tenants.
- The land at Selsley is in the process of being cleared. Delivering an 8 week 'Introduction to Growing Your Own' training course for people with learning disabilities (Guidpost Trust) in partnership with GCC Adult Ed dept.

Heart and Soul Group

- About 7 or 8 members of this group. Meeting in each other's homes for very interesting discussions and sharing food. At our next meeting in May we are planning to look at whether we want a clearer focus for the group.

YES! project

- Meeting regularly with Frank Gann until project sorted.
- Frank will be meeting with the head of Marling to discuss ways forward.
- One comment that Frank has made is, what should the YES co-ordinator be called so that s/he carries more authority with other members of staff?

Hawkwood College

- Met Alicia with Seb and Erik. Positive contact looking at ways we can work together.

Health

- Have met twice now with Delny to discuss possible Transition Health action.
- Looking at the possibility of Get Well Stroud (similar to Get Well UK <http://www.getwelluk.com/> but local to Stroud).

Appendix 2

Seb Buckton TS Development Workers report to Council for May 14th 2012

Marketing: Main effort this month has been finalised marketing materials, and further web-site development.

- ⤴ Finally signed off on new engagement leaflet, business card and A6 flyer (the latter kindly designed by Imogen). These are now all printed and available for use. We have 2K of the folded A4 leaflet, 2K of the A6 flyer and 1K of the business card.
- ⤴ Web-site – Arun Cappi has kindly offered to help with moving the TS web-site to WordPress and link it with the Edible Gardens and Open Homes sites. WordPress gives us much more flexibility of design and structure, and is also much easier to do. He has already started the process and Helen and I have met with him to discuss how it would work.
- ⤴ Social media – regularly posting on Twitter and Facebook to boost profile. Now have 312 Twitter followers (up from 287 a month ago), and 34 Facebook 'likes'.
- ⤴ Stalls
 - Stall held at the Spring Gardening Event on April 15th was very worthwhile with plenty of interest, several new sign ups and a good quality of interaction. Tweeting from the event whilst it was happening led to someone from Dursley Freegle who was nearby coming to the event and talking to me at the stall.
 - Stall at the Future Now Public Consultation in the Sub Rooms on April 28th was well visited, and 12 new people signed up to mailing list.
- ⤴ Mailchimp Email sent to promote END:CIV film showing was effective, and there was a good turn out. Mailchimp Email also sent to promote the Future Now public consultation survey.

Participation:

- ⤴ Working with James Beecher on programme of films to be shown in the Exchange.
- ⤴ Monthly meetings and quarterly public engagement events
 - Fourth Exchange council meeting was on April 12th.
- ⤴ Mailing list management
 - Mailchimp list at 210 subscribers (up from 181 last month). Contact details now expanded to include 'phone numbers so that people willing to leave details can be personally 'phoned rather than only emailed.

Partnerships:

- ⤴ **Stroudco** marketing
 - Stroudco stall at Spring Gardening Event generated 5 new members of Stroudco. Stall at Future Now generated another 5.
 - Currently booking stalls at summer Fetes.
 - Weekly Mailchimp reminder emails (on Tuesday and Wednesday) sent out.
 - Making a screenshot video to demonstrate how to use Stroudco ordering system.
- ⤴ Talked to **SVP** about the stall outside the shop. They are still having difficulties dealing with Stroud £ and we will meet to look at how to make the partnership work better. One option to explore is TS using desk space in the shop on a Friday when they are often short staffed.

- ⤴ Met with new principal of **Hawkwood College** to explore potential for Hawkwood as a venue for more mainstream Transition-related activities.
- ⤴ Working with **Stroud Permaculture Group** to organise a Permaculture Design Course - now planned for Stroud starting in early September, running until end November. Weekly evening sessions with some winter field visits. More details will be available soon.

Neighbourhood approaches/mainstreaming

- ⤴ Draught-busting
 - Planned draught-busting workshop for students at Waldorf College with Erik and Debbie, held on May 9th.
 - Planning a workshop for the Crown & Sceptre Pub later in May or June.
- ⤴ YES! And Future Now
 - Designed CLS Public Consultation Survey now up and running. Offered to lead on Natural Environment and Resources working group, meeting planned for mid-May.

Events Support

- ⤴ Self-sufficiency weekend
 - After difficulties finding a suitable venue that was also available at the right time, myself, Helen and Ellie Sumpter (who had volunteered to coordinate) decided this was too much to do this year. We will revisit the idea later in the year.