

TRANSITION STROUD COUNCIL

Minutes of Meeting Wednesday 12th Sept 2012, 7.00pm for 7.30pm,
The Exchange,
Brick Row, Stroud, GL5 1DF

Present:- Gail Bradbrook, Steve Rush, Crockett Creswell, Mark Keogan, Seb Buckton, Helen Royall (minutes), Simon Allen (Chair), Nick Quayle, Philip Booth, Anna Bonallack, Martin Whiteside,

Apologies:- Becky James, John Meadley, Claire Deacon, Erik Wilkinson, Molly Scott-Cato

Meeting is quorate

1. Optional social

2. **Decide on chair** – for meeting, Simon Allen was supported as chair.

3. Introductions and updates around the room

4. **Minutes of last meeting** – were approved

5. Actions from last meeting

5.1 Further funding meetings with SDC / Ecotricity

- Ecotricity. We've had one £60 payment via our partnership agreement. Have asked us to submit for a small amount of funding for our next project – suspect our recent request failed because our champion wasn't at the meeting.
- New flyer to sign people up for Ecotricity now ready.
- See 5.4 for report on meeting at SDC.

5.2 Practice guidelines for wood group - c/f GB

5.3 Follow up of people willing to make financial contribution - c/f SA

5.4 YES update

- Anna Bonallack (project manager) worked very hard to make funding bid for project 'Future Now'. Unfortunately not successful.
- Taking project back to original idea of YES! (Youth Exploring Sustainability) engaging with 5 schools to develop 3 year plan. Website being developed for schools to share info.
- See Appendix 1 for full report
- Simon met with Barry Wyatt (SDC) and Petula Davis on 7th Sept for mid year review on £4,000 grant to support events. SDC very happy with our big events. Very keen for us to be working with and supporting SWEA. Very non-committal about future funding. Requested details of outputs as a

result of their grant, plus plans for next year– **Action SA.** RE Future Now / YES! BW agreed to consider meeting possibly with David Haag to chair with stakeholders to re-group after Future Now bid. **Action AB/JM to follow up with BW**

- **Action** – Anna requested streamlining of payments from YES! Funds so that she can authorise direct with Claire against YES! Budget. **Agreed. SA to inform Claire.** Anna also asked people to think how they would like to be involved in YES! Going forward. **Action – All to consider.** It was agreed Anna would make a proposal to the Council re CSCIC potentially running YES! Through a contract with TS. **Action - Anna**
- The meeting thanked Anna for the extraordinary amount of work that has been put in and for her excellent management of the project.
- **Next Future Now de-brief and YES! planning meeting 4th Oct, 7.00pm in Exchange (TBC)**

5.5 Food Strategy Group update

- Taken a break over summer. Sub group met to discuss practical issues.
- Hoping to collect info about what is already happening and what is missing, including food map.
- Two surveys planned to look at retailers and producers keeping food local, and local people buying local food.
- Next meeting 19th to discuss short medium and long term aims (1yr, 2yr, 5yr)

5.6 Stroud Life Column update

- Things a bit disorganised at Stroud Life at the moment so we hope to put something in when they are more settled.
- Will also ask SNJ
- Link in with Stroud FM Transition Show / Building course / Skills Gain / etc.
- Use info from Newsletter
- Crockett happy to write a column each week if he has the information about what's happening.
- **Action – James, Seb, Helen, Crockett to write a column when we have an event**

5.7 Operational/Support Meeting update

- Met last June. Next meeting Friday 14th September.
- Meeting purpose is to support people who are very active in TS

5.8 STC Grants

- Seb tasked to talk to Mary Boucher about the STC funding and met with her last week.
- She thought the criteria were well matched to support Transition Stroud and some of the core work that we do.
- The key things that the STC are keen to support is work that has a strong use of volunteers, increases capacity of small community-based organisations, and involves strong partnership working.

- She thinks that in the longer terms STC are looking to use some of the funding available to support some key organisations in the longer term - but not quite sure what that entails
- We briefly discussed an idea of applying for STC funding for closer TS support of a number of small community-based Transition-related organisations, building their capacity in fundraising, marketing, etc. HR would be quite keen to pursue this idea.
- Also discussed the 'tweetlocal Stroud Hub' idea for an electronic hub for information about activities in Stroud using Twitter (Martin's original idea) that Gail, Crockett and Mark are working on. Both proposals would make provision for funding Development Worker input.
- Next application deadline Oct 15th
- **Action was suggest invite other concrete proposals to fit the criteria of the pot before the 20th of Sept otherwise we will submit for tweetlocal.** See later discussion under 7 BSAG bid.
- Seb hoping to meet with Rachel Savage (Transition Dursley / Ecotricity) next week. **Action SEB** (See Seb's Progress Report in Appendix 2)
- Action – all, any other ideas? **SA to invite all.**

5.9 Volunteer Time Banking

- **Seb willing to take forward (with support from Philip Booth)**

5.10 Web Comms Team update

- Looking at bring websites together
- Next meeting TBA
- Martin propose this group becomes a TS Working Group, Gail seconded.
Vote – agreed.
- **Action: Seb to lead working up TOR's for next meeting**

5.11 Eco Open Homes update

- Becky has been in touch with home owners. All looking forward to weekend.
- Becky will be at the SVP stall on Saturday.
- Thanked everyone for the help they gave at Festival of Nature.
- The meeting thanked Becky for the excellent job she has done.

5.12 Membership Proposals - c/f

- Carry forward to AGM

6. Finance

- See finance report Appendix 3
- £16,000 in account mostly earmarked
- By beginning of next year will struggle to pay Seb any more than 2 days a month. Hope to find ways to raise money.
- Look at more stand-alone schemes.

7. Any Other Business

- **Company Secretary** – 6 months since Mark has looked at position. Gail proposed Mark Keogan takes on role. Helen seconded. **Vote – accepted.**

AGM – Sat 29th Sept, 3.00 – 5.00pm at Lock Keepers (no charge if we buy drinks and cakes). Request we arrive at 2.00 for lunch etc. Celebrate the year and look at what's coming up. Also opportunities for people to find out about us.

- **Building Skills Action Group** – Steve gave report - looking for volunteers (description given out). Space at Hawkwood. Steve spending time to develop it. Seb can add on to volunteer requests. Steve considering bidding for STC Community Support Fund (as per discussion above). **Steve to send details to SA for forwarding onto all for consideration.**

Volunteer roles available through BSAG

- Craft training leaders
- Quartermaster and tools for self-reliance co-ordinator
- Craft training speakers

- **Permaculture design course** - Course full, begins 13th Sept.
- **Stroud community TV.** Student agreed to do some filming. 2,500 unique visitors at the moment.
- **SkillsGain** – Erik's report attached, see Appendix 4

9. Date of next meeting:

- Council meeting on Thursday 31st October - 7 pm Social, 7. 30 meeting, at The Exchange:
- 29th September AGM at Lock Keepers Café, 2.00pm for 3.00pm start – 5.00pm.

Helen Royall
12th Sept 2012

Appendix 1

YES! Update September 2012 for TS Council

Overview

Since submitting the Future Now bid in June I have been able to re-direct my time to developing YES!. The incredible volume of work done for Future Now is very relevant and will not be wasted. I intend to follow through a number of significant opportunities and to capitalise on the relationships built with all the partners involved.

There is currently a limited budget available with which to action the project and we are able to engage with 5 schools for up to one year that have shown the most commitment to the project to date. These schools have all identified a strong candidate for the YES! lead member of staff, have taken part in a number of Future Now activities and YES! Base Camp and have been proactively developing their sustainable school campus, curriculum and community plans. I have been communicating with these schools over the summer and have issued contracts for the identified lead role holder in each school – Marling, Maidenhill, St. Rose’s, Shrubberies and Katherine Lady Berkley. A deadline of 10th September has been given.

I have begun to identify a fundraising strategy with three strands to it. It is clear that public, private and charitable bodies have different and specific stakes in the project and that funding applications should play to these. I will be working with various people to draw on their expertise and contacts to give the greatest chance of success. It has been mooted that the project employs a professional on a commission basis.

Website

Stroud District Council has funded the website development which is well under way. It should be up and running for schools to begin to populate with their projects and ideas by the end of September. Dom Thomas and Helen Royall have been working together to design the site. Schools will be encouraged to develop the site with pupils from the outset. The logo design has been incorporated.

Management

The budget allows for me to manage and administrate the project for a further 4 months, for about 2.5 days a week. I will spend more time on it in September and October in order to process funding applications asap. I am pleased to be able to continue with this work albeit in a reduced capacity to the one I had hoped for!

Current Budget

Current Budget												
Income Year 1												
Stroud District Council ¹	1000											
Stroud Town Council ²	1500											
Stonehouse Town Council	500											
Parish Councils	385											
Western Thermal Insulation ³	4500											
Summerfield Trust	7500											
Total committed funds	15385											
Expenses Year 1												
	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Total

Management	1000	1000	1000	1000			4000
Office	80	80	80	80			320
St. Rose's @£9.50 per hour x 3.5hours week	399				399	399	1197
Shrubberies @ £35 per hour x 3.5hours week	1470						1470
Maidenhill total budget including activities £4,500	4500						4500
Marling @ £37.20 per hour x 2hours per fortnight	447				447	447	1341
KLB @ £30 per hour x 3 hours week	1080						1080
Activities x 4 schools		600	600				1200
Total	8976	1680	1680	1080			15108
Balance							277

Schools based on 36 weeks, average 12 weeks per term, 3 terms

¹ Balance remaining from grant awarded

² Subject to conditions of grant confirmation letter March 2012

³ Grant paid directly to Maidenhill School, each year for 3 years

Funding Strategy Budget

Income	Confirmed	Projected
Public ¹		
Stroud Town Council	1500	1500
Stonehouse Town Council	500	500
Parish Councils	385	2500
Stroud District Council	1000	10000
Gloucestershire County Council		5000
Total	2385	19500
Private ²		
Western Thermal Insulation	4500	4500
10 organisations @£5K each		50000
Total	4500	54500
Charitable ³		
Summerfield Trust	7500	7500
2 x funds £10,000		20000
4 x funds £5000		20000
4x funds £2000		8000
4 x funds £500		2000
Total	7500	57500

Notes

¹ Public funds will specifically fund the core costs of the project – management, administration, comms and expenses

² Private enterprise will specifically fund the YES! lead members of staff and will be encouraged to sponsor specific Schools/College in their locality

³ Charitable trusts will specifically fund planned activities in the schools and applied for case by case

Actions

What	Action	Who	When
School Contracts	Schools will return the contracts for signing by a TS director. TS will then pay the first instalments to each school, as per each contract.	Transition Stroud	By end week beginning 17th September
Meeting with Schools	Meet with school representatives will be supported to develop their current plans	AB and/or mentors	By end September
YES! Activities	Identify specific activities with schools. Activities which do not require significant funds or can be provided already funded by partner organisations to be timetabled	AB/mentors school reps	ASAP
Website	Meet to finalise development and info for schools	AB, HR, DT	ASAP
Severn Wye Energy Agency	Meet with Kaye Welfare who has indicated that the organisation is keen to continue to develop the project	AB	Friday 7 th Sep
Forest Green Rovers	Meet with FGR who offered significant resources to Future Now - I believe these may still be available.	AB	Meeting to be arranged
Hawkwood College	Develop opps offered by Hawkwood – the principle is keen to offer their resources to support the project in two ways – to host workshops run by partner organisations and to host a festival of sustainability July 2013 with significant input from YES!	AB	Ongoing
Vale and Valleys Partnership	AB and Mark Keogh to meet to further discuss the potential of private enterprise in supporting the project and to develop proposals to specific organisations	AB and MK	Ongoing
Gloucestershire County Council	Meet with GCC. In their Carbon Management plan GCC have identified a need to develop communications with schools	AB	Meeting to be arranged
Local Councils	Identify process for each council for funding applications	AB	Ongoing
Stroud District Council	Identify how to involve SDC in YES!, specifically funding	JM	To be arranged
Partner Organisations	Identify those projects developed for Future Now that are relevant for YES! and desired by schools. Prepare for funding applications	AB	Ongoing

Transition Stroud level of involvement	Identify TS resources available to the project and describe the level of autonomy/responsibilities that AB is given to continue to develop YES! Identify current projects to link with YES!	TS Council	ASAP
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Appendix 2

Seb Buckton report to Council for September 12th 2012

Marketing: Main effort since July has been making links with Parish Councils, building and managing TS contacts list, compiling TS newsletter, supporting Stroudco marketing, coordinating TS Comms group, planning information stall for Festival of Nature and promoting events.

- ✦ Wrote 500 word piece as possible first regular slot about TS in Stroud Life.
- ✦ Stalls
 - Transition Stroud info stall held at Festival of Nature.
- ✦ Mailchimp communications re events, newsletter, Permaculture Design Course.
- ✦ Comms team – I met with Helen R., Arun Cappi, Crockett Cresswell and Mark Keogan to form a Comms team that will try and streamline our use of the various communications tools. The first meeting was held in early August and the next planned for later this month.
- ✦ Social media – Now have 418 Twitter followers (up from 377 in July), and 115 Facebook 'likes' (87 in July).

Participation:

- ✦ Developed list of volunteer opportunities as part of Transition Stroud registration at Volunteer Centre. Four volunteers have come forward, 2 for Stroud Community TV, one for Skillsgain, and one to help with events.
- ✦ Met with James B and Helen R to talk about Stroud Life column, Transition Show volunteer roles, and develop survey questions to get a better understanding of the value of the Transition Show (and other TS communication methods).
- ✦ Monthly meetings and quarterly public engagement events
 - Seventh Exchange council meeting was on July 16th.
- ✦ Mailing list management
 - Mailchimp list at 338 subscribers (up from 263 in July), following 40 sign ups from Edible Open Gardens and 15 from Festival of Nature.

Partnerships:

- ✦ **Stroudco** marketing
 - Stroudco stall with Transition Stroud as above under 'marketing'. Helped organise stall at Crown & Sceptre Country Fair.
 - Stroudco membership now at 261.
 - Weekly Mailchimp reminder emails (on Tuesday and Wednesday) sent out.
- ✦ **Permaculture Design Course in collaboration with Stroud Permaculture Group** begins Thurs 13th September. The course is full, with 28 bookings, and enough

interest to suggest a repeat will be worthwhile.

- ✦ Met with Rachel Savage from Transition Cam and Dursley to discuss how we might support each other.

Events Support

- ✦ Edible Open Gardens – distributing booklets, promoting through social media, visiting some of the gardens. Delivered Permaculture workshop.
- ✦ Eco Open Homes – distributing leaflets, TS info stall at Festival of Nature with Eco Homes focus.

Funding

- ✦ Reviewing GAVCA targets (see below)
- ✦ Met with Mary Boucher regarding Stroud Town Council grants

GAVCA project targets		
Target	At project start (01/01/12)	Progress to date (12/09/12)
Average of 30 new people engaged in community activity per month (360 in total).	-	Including all measurable additional partner members/contacts: 347 (needs more thorough reporting and not all attributable to TS). 28 people signed up to do Permaculture Design Course Additional: 17 new attendees of TS council meetings Potential total: 392
Target of 100 young people under 25 engaged by the end of the year.	-	276 people under age 25 completed Future Now public consultation survey.
Additional groups to be engaged: two new groups per month across Stroud District = 24 in total.	-	10 groups/organisations engaged, plus 14 Parish Councils responded positively to request to promote Transition events and projects through noticeboards, parish mags etc.
Network of Transition Stroud contacts will be expanded with a target of 1,000 contacts and 400 Twitter followers by the end of 2012.	Announce: 155 Discuss: 61 Mailchimp: 89 Twitter: 173 Facebook: 0 Total: 478	Announce: 156 Discuss: 70 Mailchimp: 338 Twitter: 418 Facebook: 115 Total: 1097 Rough calculation suggests

		about 10% of twitter followers and 10% of facebook likes are also on mailchimp list. About 40% of Discuss and 35% of announce are on mailchimp. Overall reasonable estimate is 950+ contacts in all.
Monthly meetings held in public venues, combined with film showings and talks to elicit discussion.	-	Seven monthly meetings held. Film showings held in June and July.
Biannual major public events using a town-centre venue to celebrate achievements, share ideas, and discuss causes of success or failure.	-	Bikes in the Park, Stroud on Water held in spring/early summer. Festival of Nature in late summer. Winterfest booked in for December.
Regular weekly street stalls to provide a hub for information about what is happening in Stroud District, encouraging people to get involved.	-	12 stalls held at SVP and at events.

Appendix 3 Transition Stroud

Summary of balances May – Aug

	30/05/12	19/06/12	15/07/12	31/08/12
Restricted funding from grants				
Awards 4 All (Big Lottery Fund)	-£102.14	-£2.14	-£2.14	£-
Awards 4 All (TS Contribution)	-£2,048.86	-£2,001.86	-£2,028.86	£-
YES!	£10,692.97	£10,692.97	£11,192.97	£10,299.98
Future Now	-£199.70	£3,018.30	-£6.70	£-
Draught Busting	£1,341.10	£1,341.10	£1,341.10	£1,251.96
GAVCA	£3,908.00	£3,908.00	£3,174.00	£2,572.00
Back2Bike	£136.40	£106.40	£106.40	£106.40
Access Bike	£2,381.26	£2,381.26	£791.26	£53.14
Earmarked TS Funds				
Open Homes	£424.88	£424.88	£424.88	£424.88
Edible Gardens	£97.08	£97.08	£132.08	£36.08
Potato Day	£946.40	£946.40	£446.40	£446.40
Residual funding within non-active projects				
Changing gear	£830.11	£830.11	£830.11	£830.11
Tripswitch	£1,228.00	£1,278.00	£687.50	£607.60
Unrestricted income from donations etc	£2,824.88	£2,111.72	£2,564.21	-£335.47

Total	£22,460.38	£25,132.22	£19,653.21	£16,293.08
Balance from Income and Expenditure	£21,562.08	£25,132.22	£19,653.21	£16,293.08

Appendix 4

Report for Council on SkillsGain, Building Skills Action Group and Draught Busters Group

SkillsGain

Autumn Programme is now published and being publicised. Workshops include *Urban Beekeeping* on Tuesday 18th September; *Fix It For Free* on Sunday 21st October; *Round Wood Cleaving* on Tuesday 20th November; *Festive Willow* on Wednesday 12th December. The *Fix It For Free* workshop will be at a local café in Cainscross. Chris Harmer has agreed to be one of the “fixers” along with Clare Sheridan and hopefully Simon. More “fixers needed (mechanical, electrical and clothes). We will also be leafleting homes in the Cainscross and Cashes Green area – volunteers welcomed.

Building Skills Action Group

Part of e mail sent to BSAG members

So what have we been up to? We had a hilarious evening at Josie's for the second BSAG Evening Class; Drills, Shelves, Brackets, Screws and Plugs, where we learned to use drills, a range of different bits, drill holes, insert plugs and screws. This was in goodly preparation for the splendid Shelving Day on Sunday 22nd July. We securely fixed six shelves and a plate rack at Dawn's, Tina's, Sarah's and Jennie's houses. My thanks to all those who made the day so much fun, made cakes and a lovely lunch to share in the sunshine.

We've also had some lovely times at the Hay Barn at Hawkwood college. Sawing up the timber for the new benches, marking out the joints, chopping mortices and ripping down tenons, framing up and drinking tea. Thanks to everyone who joined in the fray, and especially to Eva and Charlie who came all the way from Gloucester Transition to take part. Also a big thank you for the donated £60, which I'd like to put this towards some more timber for the benches.

Many thanks to Paul for donating and delivering the some old bricks from his house in Horn's Road which I've used to make the base for the store cupboard. It's now ready for the wood frame and doors, for which we already have some of the timber we'll need. On the first day there we had a lovely lunch together in Simon's shed next to the Hay Barn, and subsequent sessions we've had plenty of tea, biscuits and chats. The space is beginning to shape up now and look more loved. There is much to do there to turn it into a functioning workshop and we'll need more money and help. I've really enjoyed my time there and haven't wanted to leave at the end of the days!

But now the summer holidays are drawing to a close we can look forward to the Autumn programme. I'm proposing the first Saturday of each month, starting with the **8th September**, followed by **6th October**, **10th November** & **8th December**. Plus **Friday 14th Dec** for a BSAG Lantern Lit Christmas Party. To compliment these days I propose we can add Monday evenings as required.

I'm not sure what activities we want to do on our Saturdays, so I propose that we all meet at the Hay Barn on **Sat 8th September 10-4pm**, to carry on with the benches and discuss options over a cuppa. Do let me know if you can make it. Look forward to seeing you then.

Steve Rush

Draught Busting Group.

After summer break the group is meeting on the 10th September to agree actions
Erik Wilkinson 4th September 2012