

<b>Date:</b>	21 <sup>st</sup> October 2019	<b>Venue:</b>	SBL HUB
<b>Present:</b>	Kevin (KP), Pat (PL), Barabra (BL), Leon (LRL), Tricia (TRL), Keith (KC) Emma B (EB) Emma C (EC) Mel (MS) (Chair) Netti (NL)		
Apologies	Jim (JB) Richard (RM)		
Agenda Items	Conversations	Actions	
Approval of Minutes	No issues arisen from September minutes. PL asked whether there had been any feedback regarding additional information requested on Sompting Football Club Grant. KP (as Sompting FC) stated they are in the process of getting 3 quotes. The remaining part of the grant to be discusses later.		
LTO Update	<p>EB updated on the latest drawn down of funding. The 2<sup>nd</sup> drawn down has now happened, and the final drawn down due in December will not be requested. EB has requested confirmation from JB as to what happened with unspent money from plans. EC stated that money is returned to the SBL pot, but at the end of project any un-spend money will be returned to National Lottery.</p> <p>Underspend is seen as an issue and was asked if any projects etc could be looked at before the next the plan to use some of the underspend.</p> <p>Members were shown a breakdown of areas of underspend, which are Action Fund, Sompting Events, Young People, Environmental Education. KC asked if these areas are identified in the plan so people can apply for funding. EC stated that they all were except Environmental Education which was the underspend of the recycling together project.</p> <p>A conversation was had on ways to promote SBL and funding available, and whether this was to promoted to groups in Sompting or to get projects bought into Sompting.</p> <p>KC said that he had spoken with EPIC regarding delivery a vision together.</p> <p>It was discussed to have a network meeting to establish what is required in Sompting. It was also to discuss mapping assets/organisations/spaces in Sompting.</p> <p>KP recommended that people who suggest an action assumes responsibility for that action.</p>		EB- CW to arrange lunch stop in Sompting
New Plan	<p>Discussion was had regarding how to approach the new plan. The options including to have workshops for individual themes or have a general one with a break off groups. During a discussion it was touched on about whether the vision needs updating- it was stated with a small group it is was difficult to focus on lots of areas and was best to get a few things right.</p> <p>It was decided to hold a general workshop to recap on the vision and re-examine the themes.</p> <p>It was decided to hold workshop during the day, on a week day so the majority of members could attend, but also give enough time for discussion to day place.</p> <p>Theme leads would then lead the workshops for their theme</p>		EC to send out doddle poll for best dates for workshop

	<p>NL also suggested having a social event for partnership members.</p>	
<p>SFC Grant</p>	<p>KP left the meeting due to his involvement with SFC.</p> <p>EC recapped the grant (see August mins), this was part of the grant was for the use of a training pitch for 20 weeks a year. KC asked if this something that we should be funding, due to 3G pitches introducing rubber into the environment. NL responded with bigger picture is that a group of people are getting together, socialising and it is contributing to a healthier life style. The grant was proposed by BL, 2<sup>nd</sup> by NL agreed by 5 abstained 2</p> <p>A conversation was had around accountability of grant funding and reporting. It was discussed about requesting a detailed breakdown of spend for grants over a certain amount. KC said that receipts should be also sent. It was agreed that the reporting procedure would be looked at the new plan workshops</p>	<p>EC to notify SFC</p>