

**Minutes of the Meeting of the
GreenSpace South West Steering Group
Tuesday 11th December 2007 10.30am
Livestock Centre, Exeter**

		Actions
1.	Present	
	Karen Hughes – Taunton Deane BC (chair) Richard Taylor – Torbay Council Nick Jones – Plymouth CC Jude Lockett – GreenSpace (minutes) Sarah Moore – GreenSpace Richard Keating – GreenSpace South West	
2.	Apologies	
	Michael Rowland – Bournemouth BC Peter Wilkinson – Bristol CC Andy Chard – Bath & North East Somerset Council Jon Mitchell – Kerrier DC Paul Faulkner – Exeter CC	
3.	Meeting	
1.	Introductions	
1.1	KH welcomed the meeting, and introduced RK to the group.	
2.	Minutes of the last meeting	
2.1	The minutes of the last meeting were agreed as a true account.	
3.	Update on Natural England grant	
3.1	SM told the meeting that the first payment from the Natural England grant will be received at the end of December. The second (and final) payment will be received at the end of March. RK said that Naomi is happy to be on the SG, which seems	

	<p>appropriate as they are funding the Development Manager post. NJ clarified that this funding will run out at the end of March. SM confirmed this and said that there could be some potential for further funding from them at the end of the financial year as they use up their budgets. It is hoped that GreenSpace will be able to talk nationally to Natural England about regional funding, as currently they pay membership in the NW and EM, have given this grant in the SW and a grant of approximately £5k per year in London. It would be good to have a standardised relationship in all the regions and GreenSpace hope to engage with them.</p>	
4.	Membership Update	
4.1	<p>SM told the meeting that the membership letters are almost ready to be sent out, and apologised for the delay, which as been due to re writing them following the developments with the CLG funding situation. The letters will be sent to people who have and have not attended meetings of the forum, and will include a membership benefits list and a membership form. SM asked for all to help encouraging people to join as paying members.</p> <p>JL to follow up on Torbay cheque payment.</p>	JL
4.2	<p>It was agreed that the letters would be emailed out now, and hard copies would be sent to those who have not responded in some way in January. JL to send out paper copies in Jan. JL to circulate list of those who have attended meetings to show the high levels of involvement.</p>	JL
5.	Fundraising Update	
5.1	<p>SM circulated the fundraising document. Following a spending review, CLG have had a budget cut and has reduced the number of organisations which will be receiving core funding. 200 original organisations were brought down to 65 through stage 1 of the bid, and of these 25 will receive grants. Paul Bramhill of GreenSpace attended a workshop with the 65 organisations, which encouraged consortium bidding, and GreenSpace has linked to City Farms for the 3rd stage of the bid for a 19th December deadline. Due to the amounts available, only around £60k is seen as likely.</p>	
5.2	<p>NJ asked about Big Lottery funding, and SM said that LPGSF and GreenSpace have applied and failed with Big Lottery. CABE Space are interested in the regional forums as a</p>	

	<p>mechanism for reaching people, and GreenSpace are suggesting to CABE Space that they consider funding the regions from their CLG funding, in a similar way to the original CLG hope. Natural England are also being viewed as potential funders. The national funding plan for the regions is therefore currently focusing on CABE Space and Natural England, but meanwhile it is important to continue to follow up on membership funding. RK pointed out that membership funding enables the forum to set its own agenda, avoiding dictation by funders. NJ suggested linking with Groundwork. SM said that they pay membership in other regions and are linked into the forums. SM also asked all to consider any local funding opportunities they may come across.</p>	ALL
6.	Report & Agree Action Plan	
6.1	RK introduced his Action Plan for the next 5 months, which he will report on at meetings. It was agreed to invite PCTs to the wellbeing event, and to allow venue providers to put their logos on event documentation etc in return for venue provision/discount.	
6.2	JL to send RK the sub-regional meeting topic list.	JL
6.3	Invitees to sub regional meetings were discussed, such as Play, PCTs, Wildlife Trusts etc. It was agreed to discuss these at meetings and decide there. RK is aiming for the meetings to become self-organising and sustainable. The initial meetings will consist of core attendees, and then look at expansion. Devon and Somerset will be the first meetings held, and Gloucestershire are also keen, as well as Dorset.	
	Date of the Next Meeting	
	10.30am on Thursday 13 th March 2008 Livestock Centre, Exeter.	