

# Matlock Bath Parish Council

Chair: Peter Baranek

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**DRAFT Notes** of a meeting of the Steering Group of the 'Into the Future' project  
Held on Monday 28<sup>th</sup> November 2016 at 10.00 pm at Hodgkinsons Hotel, Matlock Bath

**Present:** Andrew Pugh (Chairman)  
Cllr Peter Baranek (Key Contact)  
Malcolm Marshall – Derbyshire County Council  
Chris Hipwell – Representative from Accommodation Sector (Hodgkinsons)  
Mel Richardson – Representative from Community Groups (FOMB)  
Cllr Garry Purdy – District Councillor  
Julie Baranek – Clerk, Matlock Bath Parish Council

The Chairman welcomed everyone to the meeting and thanked Hodgkinsons for hosting the meeting and providing refreshments.

## 1 Apologies

Apologies for absence were received from Cllr Trevor Bowmer (Parish Council), Lorraine Keeble (Parish Council), Paul Wilson (DDDC), Robin Hall (Mining Museum), Cllr Joyce Pawley (District Councillor), Cllr Irene Ratcliffe (County Councillor) and Dr Sarah Rawlinson.

## 2 Notes of the last meeting

The notes of the last meeting held on 17<sup>th</sup> November 2016 were approved by the Committee.

## 3 Adoption of the Report and Destination Management Plan (DMP)

Cllr Peter Baranek reported that final amendments had been made to the report. It was therefore agreed to adopt the report.

The Committee wished to thank Dr Sarah Rawlinson and her team for their hard work in respect of the Project.

Andrew Pugh reported that he had spoken to the Vice Chancellor of Derby University who was keen to continue to support the project.

## 4 Presentation by Neil Moulden (DDCVS) on Community Interest Companies

Neil Moulden was welcomed to the meeting.

Neil outlined the aims of a Community Interest Company (CIC). CICs were established four years ago and should be seen as a vehicle for a community and social enterprise. The following points were made:

- CICs have to be registered with Companies House, are a legal entity and recognised in law. He advised that it would be best if the CIC was limited by guarantee rather than paying dividends to shareholders or have Directors who are salaried.

Subject to approval at the next meeting.

- In order to set up a CIC you have to justify to Companies House that what you wish to do is community interest and will benefit the community. The aims can be broad.
- Many funders are recognising CICs and funding can be applied for through various sources.
- Registration can be made on line and a small fee is payable.
- CICs are subject to an annual return.
- Once registered the Certificate of Community Interest has to be renewed every year.
- CICs are generally non profit but can generate surplus.
- CICs can be set up and then left if wished.

The Committee agreed that they thought it best to set up a CIC and move forward with the project rather than leave it to 'gather dust'.

- It was agreed that until now the Parish Council has been the cornerstone of the Project but we need to consider acquiring a full time commitment, paid for to drive the project forward.
- Neil felt going down the route of a CIC was preferable to a registered charity which can be complicated.
- A job description and a list of targets to achieve would have to be drawn up.
- Neil suggested looking at the Companies House website for further information.
- Neil suggested downloading the model documents to see what is involved. Andrew Pugh asked if the Parish Council could organise this – this was agreed.
- It was suggested that the Steering Group collectively think and seek to find 5 people who have the time to become Directors of the CIC.
- It was further suggested that contact is made with other CICs to find out about pitfalls or how to do it better.
- It was agreed that the CIC should not become political.

The Steering Group agreed unanimously that a CIC should be set up to move forward the project.

The Steering Group agreed to meet again in the early New Year and Cllr Peter Baranek was asked to circulate possible dates after consultation with Dr Sarah Rawlinson.

## 5 **Questions and Discussion on Becoming a CIC**

Cllr Garry Purdy asked about securing grants for the paid position and when it should be done. Neil advised that potential Directors should be identified, the CIC formed and then apply for funding for the paid position. Neil suggested that the person be employed on a 3 year contract in order to attract good, professional candidates.

Mel Richardson asked how big the CIC should be. Neil advised that the number of Directors should be small and manageable and then increase as necessary.

Subject to approval at the next meeting.

The Committee asked about groups who have already set up as a CIC. Neil said that there was a number of CICs and suggested contacting them. Neil gave an example of Heart for Hathersage which was set up to improve the village centre.

Cllr Garry Purdy felt that the Steering Group should look to the future and other villages could follow suit.

Andrew Pugh reported that the University will help to get it right and hopefully we could extract funding from them for the project.

Cllr Garry Purdy suggested that a representative from the University could be a Director.

Cllr Peter Baranek asked about the structure of the CIC. At the last meeting it was evident that the Steering Group members were keen to continue. Neil felt that it would be an appropriate structure to have a small board of Directors and the Steering Group work under the Directors. Cllr Peter Baranek reported that this was a similar structure as the Parish Council and its Committees. Neil stressed that the Minutes of all meetings would be important and clear who had made the decisions.

It was agreed that it was important that the structure is kept simple.

Cllr Peter Baranek reported that at the last Parish Council meeting, Councillors had stressed that they would wish to see the Parish Council have a key role as they saw this project as their 'baby'. Neil stated that anyone from the Parish Council who was appointed as Director would have to be there as a Director rather than a representative of the Parish Council. Cllr Garry Purdy asked whether the Parish Council should now hand over the 'baby' to a CIC in order to move forward positively.

## **6 The Bright Ideas Fund**

Cllr Peter Baranek reported that he had received details of the Bright Ideas Fund which he had circulated prior to the meeting. After discussion the Committee agreed that they should work towards the March deadline for a grant application.

## **7 Press and Media**

It was agreed that the report should be put on the Parish Council website and there should be a 'soft' launch of the report.

## **8 Date of Next Meeting**

Cllr Peter Baranek agreed to circulate dates for the next meeting in due course.