

Minutes of Bradwell Fundraising Committee Meeting 2nd March 2008.

Place: Othona Bradwell

Time: Late morning

1. **Present: Ann Froggatt (Chair) Kees Maxey, Rosie Sinden-Evans, Roo Bull (Minutes)**
2. **Minutes-** no minutes available for 1st Dec 07, Steve James to forward them via Ann.
3. **Membership:** Ann & Rosie will act as links with Bradwell Committee, role formerly held by Steve. Ann to contact Steve & Margaret and ask if they would like to continue as members of BFRC in their own right – and to thank them for their service on this committee to date. David Williams continues as link with Centre Staff – Ann to ask if he would like to send a staff representative if he is not able to attend. Ann will also approach potential committee members as discussed.
4. **Cascade Update:**
 - Rosie thanked members for comments on letter to Community Members not reached by telephone. Letter now finalised and being mailed.
 - Rosie updated on response from Cascaders – more have dropped out which is disappointing, but some have taken additional lists which is much appreciated. Rosie needs lists returned, completed or not, by 8th March to enable her to tie up ends before her time abroad.
 - Martin Riemer is leading the Europe list and has made 17 contacts in Germany. Claire Guillot will make other European contacts mainly by letter.
 - Rosie has a record of responses and concerns which offer learning points.
 - Discussion on learning points, e.g. arising from evaluation of processes/outcomes in the current cascade as compared to the Phase 1 fundraising cascade.
 - Rosie intends to write up some of the feedback, outcomes and learning points to prepare a report – expects to call on Ann and Kees for assistance.
 - Roo contributed possible learning point about difficulties with continuity in the cascade as it passed from paid to volunteer leadership. Also discussion on the value of the effort put into contacting fund-giving bodies with minimal funds raised. It was generally considered to have been a constructive use of time.
 -
- 4.a **Fundraising (General)**
 - Rosie has reported briefly on Fundraising at recent General Meeting, and could use the body of the current fundraising letter for a future Full Circle report to keep up momentum with Community Members.

- Financial information – we need to ensure consistency of reporting on current funds including/excluding the £6,000 raised and already spent on Architects Fees.

5. Events

- **Victorian Soiree** was successful – Ann to find out amount raised for BBF.
- **Tea Tickets** – Ann has sent mock-up to Sheila and David for agreement, intends to use same watermark as Web page and Business Plan. Intention is that tickets go out in next Full Circle.
- **Roo** spoke of the value of events in involving people in fund raising, who may then make a longer-term financial commitment.
- **Merchandising** - “Yellow Moon” goods can be ordered from catalogue with some profit to Othona Bradwell – Ann to explore/get copies of booklet for Bradwell. Also Ann to pursue merchandising with David: tea shirts, bags, possibly pens mugs etc.
- **Major funding opportunities** -East of England Development Fund (EEDA) is reported as likely to be an important funding opportunity. It is a competitive bid fore renewable energies and carbon-neutral building. May rely on match-funding which could galvanise enthusiasm in Members as their fund-raising focus this summer. EON Electricity Grant for £30.000 for Grid connection: application in progress through Ann who passed draft to BFRC members for comment in time for bid submission 25th April.
- **“Bank of Quotes”** should be gathered from people’s feedback, “Full Circle” etc to use in making Grant Applications (Rosie may be able to co-ordinate this but whole group to contribute.)
- **Radio 4 Weekly Appeal:** Kees suggested we look at the Website and consider completing an application. Roo to contact Tony Jacques to discuss a share Othona approach. Then put on agenda for next BFRC for fuller discussion.
- **Trust Funds** – Kees is prepared to review and re-contact Trust Funds in a second round of approaches, following up Roo’s work last year. Roo passed written information to Kees; Ann to forward Roo’s completed matrix.
- **Possible approach to Essex Environment Trust** – Kees agreed to look into this and Roo was going to check to see if she had already investigated this source of funding. Important to note that Rupert Bragg is working for Sussex Environment Trust and believes Othona ticks the boxes.

AOB – Rosie offered to sell tickets to 11th May Bach Choir concert at Festival Hall to help with the **Othona** building funds – jointly BBF and BBDF – offer gratefully accepted.

- 6. Future Meetings: Date of Next Meeting** – Sunday 20th April 2pm at Kees' house in Brentwood. We confirm that future meetings may take place in various venues convenient to committee members.