

Minutes of Board Meeting of Berks, Bucks & MK and Oxon (BBO) Food Group CIC

Monday 22nd June 2009 2 pm to 4 pm, Denman College, Oxon

Present:

Susie Ohlenschlager	Director	Chair	OCC
Tamara Schiopu	Founding Director	BBO Food Group CIC	
Clare Marriage	Director	Doves Farm	
Jane Bowler	Director	Dews Meadow Farm	
Jodie Cavaye	Director	Copas Traditional Turkeys	
Phillip Emmett	Director	Emmett's Farm	
Chris Rawson	Observer	Bucks CC	
Wendy Hole	Minutes	BBO Food Group CIC	
Wendy Tobitt	Invited	BBO Food Group CIC PR (from 3.15pm)	

Apologies: Elaine Cook, Henriette Reinders, Colin Wainwright

1. Welcome New Directors – Susie Ohlenschlager

Introductions to Jane Bowler, Jodie Cavaye, Phillip Emmett – new Directors to BBO Food Group CIC Board.

2. Minutes; Matters arising; – Susie Ohlenschlager

2. (3) 8 members have rejoined using standing orders to pay for membership.

2. (6) No response as yet from Business Link to attend Board meetings.

Minutes from the previous meeting Mon 23rd March 09 agreed.

3. 2009 – 2010 Budget Review and current financial report of CIC – Tamara Schiopu

Written report distributed at meeting and discussed.

It was commented that costs for insurance are covered by OCC, however now the Food Group is a CIC it is good practice to have own insurance.

Rent costs are reducing as the Food Group will be moving from Oxford Brookes University in September into OCC offices at Speedwell House.

Lottery funding for Festival results are expected at the end of Aug/ early Sept. If received the lottery funding will be used mainly for Local Flavours Festival marketing materials and PR.

At present funds are held in a current account and it was suggested that using a deposit account may be more beneficial, however it was acknowledged that bills due to be paid would soon reduce the amount in the account. OCC are a good back up for bills to be paid by the Food Group, if needed.

SO requested a financial report to be presented at each meeting.

4. 2010 – 2015 BBO Food Group Strategy follow up – Wendy Hole, Tamara Schiopu

Members Survey 2009 summary presented and discussed. It was agreed that because membership of BBO Food Group CIC is made up from such diverse companies it is difficult to have an activity strategy plan that would suit all members for all activities. However it would be necessary to streamline activities in the future to focus on those which were strongly requested by members or could be sources of funding for the Food Group.

Activities to be considered/ discussed and agreed upon by the Board for the future:

- Public Procurement: unlikely to be continued on local level
- County Shows: still to be considered.
- Trade Show: unlikely in present format. New formats to be considered.
- Farmers' Markets: still to be considered.
- Chefs Tours: Potentially in a changed/ modified format when funding ceases in Sept 2009.
- Newsletter on-line: to be continued.

All other areas on BBO Food Group Activity Strategy 2010- 2015 document still require discussion and decision. Pairs set at previous Board Meeting (23rd March) (CM &WH) (SO & CR) (TS & HR) to continue assessment of their set Food Group activities to bring to next meeting with priorities in place.

5. Update on Local Flavours Festival – Tamara Schiopu

A festival assessor visited the Food Group and will make her recommendations to the funding board. The result of the application is expected at the end of Aug/ start of Sept.

Thanks were given to Tamara for all her hard work for the application irrespective of the outcome.

There are 180 entries in the Festival Programme including farmers markets, talks, walks, film showings, slow food events and cookery demonstrations. There has been a difficulty in getting entries and commitment from those expressing interest, but it is hoped the number of entries will increase next year.

40 000 programmes will be printed on 25th July. 15 000 copies are being distributed by Archant Life publishing. The remainder will be distributed by members, producers, tourist information offices and Direct Publicity.

3 press launches for radio, TV and printed press are scheduled for July:

- 21st July Hughendon Manor, Bucks
- 27th July Basildon Park, Berks
- 31 July Vaults and Gardens, Oxon

Members of the food group will be invited to supply produce at each event and to attend themselves. It is expected there will be 25 -30 people at each event.

Distribution of posters, postcards and merchandising for the festival will be in August.

WH will send the festival logo to all members for them to feature on their websites and link to www.local-flavours.net

6. AOB

A reminder that it is the Bucks Show on Thurs 27th Aug and there are still stalls available in the Food Marquee

Next meeting: end Oct 09 2pm The Cocoa Pod, Stone, Bucks, date TBC