

Partnership Meeting Minutes

Tuesday 9th September 7.30pm, Moors Chapel

Present: Angela Bright, David Boyce, Neil Graham, Nick Heard, Sue Heard, Ron Jones, Pat McGuinness, Sue Schofield, Bridget Laraway.

		Actions Agreed
1	Apologies for absence had been received from Helen Fairweather, Robert Macey, Glenn Pennington, Laurel Roberts.	
2	There were no declarations of interest.	
3	Minutes of the meeting of 18th August and matters arising: a) PM proposed that the minutes be accepted as a true record. Seconded by RJ b) BL advised that the Community Plan offer letter was on its way but had not yet been received.	
4	Co-ordinator report BL reported that 7 application forms had been sent out for the Community Chest but no completed forms had been received as yet. The application forms have been sent out to: St Martins Scouts, A Star Sports, Ifton Colliery Band, St Martins Football Club, Martin Jones (Gobowen resident), Canoe Central and Martin Jenkins. Postcards have been printed advertising the Community Chest. These were handed out at the meeting with a request that partners distribute them within their villages and hand them out to Community groups.	ALL: distribute Community chest postcards within villages and hand to Community groups.
4a.	Partnership approval of Fairshare as Credit Union partner. NH proposed that we proceed with Fairshare as our credit union partner. A discussion took place regarding the differences between Just Credit Union and Fairshare. This was seconded by NG.	BL to advise Fairshare that we would like to work with them as our Credit union partner.
5	Workshops NH discussed a “launch workshop” for the partnership to plan how we move forward with the approved activities: Business Forum, Community Chest decision making process, Community led project funding (ideas	BL to arrange venue, facilitator and catering for workshop on Saturday 18 th October.

	<p>for projects, application process, decision making process), NILS. The type of agreement that we make with Fairshare for social enterprise loans also needs to be discussed and agreed. The date for the workshop was set as Saturday 18th October 10:30am. NH also gave out a list of ideas for 'commissioning' for consideration at this workshop.</p> <p>NH also suggested "plugging the leaks" workshop which Paul Squires from UnLtd can host. This workshop is designed to make the most of every pound that enters our local economy. It was agreed that we will ask Paul Squires to host this and invite the parish councils to attend. BL to get dates from Paul Squires and feed back at next partnership meeting.</p>	<p>Partners : confirm availability for workshop to BL asap.</p> <p>BL to liaise with Paul Squires regarding possible dates for "plugging the leaks" workshop.</p>
6	<p>NCVO evaluation The partners took part in a group exercise that is the first independent evaluation of Big Local, being carried out by NCVO. Individual questionnaires were handed out to all partners that need to be completed and returned to NCVO by Friday 26th September. BL to combine responses from group exercise and return to NCVO.</p>	<p>Partners: complete and return individual questionnaires to NCVO.</p> <p>BL: return group questionnaire to NCVO.</p>
7	<p>Choosing a Community Rep. Five reps have indicated that they would be interested in working with 3PBL. The profiles were discussed and it was agreed that 2 reps would be interviewed. PM, NG and NH will make up interview panel, with SS as reserve. Proposed dates are Thursday 2nd October (pm) or Monday 6th October (anytime).</p>	<p>BL to liaise with Renaisi to arrange interviews.</p> <p>All partners to send ideas for questions / subject areas for interviews to BL by Friday 26th September.</p>
8	<p>Youth Forum SH gave an update on progress with the Youth Forum project. She has a meeting arranged with a group of young people on Wednesday 10/9, is meeting with Sue Lovecy at St Martins School in the next couple of weeks and has plans to visit Oswestry Youth Centre & the Green room in Gobowen before the end of the month.</p>	
9	<p>Youth & Community Worker update SH and BL reported that the vacancy is currently being advertised and the closing date is Friday 19th September. To date, 17 information packs have been sent out and 2 completed applications have been received. Interviews are being held on Friday 26th September.</p>	
10	<p>Communication group feedback. BL showed the partnership group a poster layout that RM has drafted. The design was approved for use as the basis for 3PBL posters.</p>	
11	<p>Request for focus group research from CDF. It was agreed that the partnership will support CDFs</p>	<p>Partners – Advise BL whether or not they can</p>

	request for input into the research that they are carrying out. A focus group has been arranged for Tuesday 7 th October, 11:00am – 12:30pm for partners and any other residents that are currently involved in Big Local.	attend focus group.
12	<p>AOB.</p> <p>a) NH is attending a Local Trust event about match funding on 10th September.</p> <p>b) SS advised that Shropshire Council are in the process of updating their neighbourhood plans and that all relevant information should be passed to the parish councils to ensure that neighbourhood plans and 3PBL's community plan are aligned.</p> <p>c) AB requested paper copies of the Community Chest application form and supporting documentation.</p> <p>d) NH requested partnership approval for refund of expenses for attending Big Local chair's meeting in July. Approx £100. This was proposed by SS and seconded by PM. Approved.</p> <p>e) A 'regular' meeting slot for the partnership was discussed and the third Wednesday of the month was agreed.</p>	<p>BL to provide paper copies for AB.</p> <p>BL to create 'expenses claim form' and forward to NH to complete.</p>

Next Meeting: Wednesday 15th October 7:30pm. Venue: Chirk Bank Methodist church.