

Partnership Meeting Minutes

Wednesday 15th July 2015 7:30pm Weston Rhyn Institute.

Present: Clare Babbs, David Boyce, Angela Bright, Neil Graham, Nick Heard, Sue Heard, Ron Jones, Robert Macey, Pat McGuinness, Glenn Pennington, Andy Rimmer and Bridget Laraway.

		Actions Agreed
1	Apologies for absence were received from Laurel Roberts.	
2	Declarations of interest. There were no declarations of interest in any agenda items.	
3	Minutes of the meeting of 24th June 2015 and matters arising The minutes of the meeting were confirmed as an accurate record. Proposed by RJ, seconded by NG. Matters arising: a) Plugging the leaks workshop has been booked for Monday 28 th September 6:30pm at Weston Rhyn Institute. Partners were asked to make a note of the date and time and to attend if at all possible. A discussion took place regarding the groups and local organisations / businesses to invite. b) BL advised that the NILS meeting had not yet been organised but would take place ASAP. c) BL reported that a meeting took place with Canals and Rivers Trust (CaRT) on 13 th July to discuss their potential application to the BIG Grants Scheme. AB and RJ attended on behalf of the partnership. Good background information and understanding was gained from CaRT. We expect to receive an application from them to The BIG Grants Scheme for £40k - £50k before the end of September.	Partners: Attend workshop. BL: Issue invitations and arrange promotion of workshop. BL: Arrange NILS meeting.
4	Chairperson's Report NH had nothing to report but asked GP to give an update on the media project "The Bigger Picture". GP reported that he and NH, SH and BL had met with Angus McCabe who is co-ordinating the project for Birmingham University. The project will involve photo, video and audio recordings being made of our Big Local programme, by	

	<p>Birmingham University and ourselves. These photos and recordings will be put on a website created specifically for this purpose that will then show a media based timeline for our project.</p> <p>We will get a grant of £500 to buy some equipment for the project.</p> <p>Glenn and Andy are attending a training course in Birmingham in September to learn the skills needed for these recordings.</p>	
5	<p>Co-ordinator Report</p> <p>BL had circulated a written report in advance of the meeting. Main points and discussion:</p> <p>a) Fairshare. Since the start of the service, 10 new members have joined (against a target of 100 for year 1) and 4 loans have been issued (against a target of 25 for year 1). Andrea Broady has agreed launches for the School Savings accounts in September in Gobowen and St Martins.</p> <p>b) Carshare No further progress. We are still expecting the signs are due to be installed by the end of July. The traffic engineer will advise when installation planned. Website improvements have not yet been made – BL is finding it difficult to progress this since the Shropshire Council team closed.</p> <p>c) Community Plan spending. Received since 1/9/14 £47,597 Spent since 1/9/14 £43,000 approx. We will receive our next payment in August 2015.</p> <p>d) Gobowen Library BL is continuing to attend the Gobowen Library project meetings. No real progress has yet been made but it is likely that there will be some sort of public consultation process in September.</p> <p>e) Gobowen Station Project. BL reported that she had attended a 2nd meeting of the Gobowen Station & Area Improvement Project, being led by the Chester – Shrewsbury Rail partnership. The first stage of our involvement will be looking at station and village parking later in July.</p>	<p>BL: Continue to chase up website improvements.</p>
6	<p>Community & Youth Worker report</p> <p>AR's written report had been circulated in advance of the meeting. Main points and discussion:</p> <p>a) Strategic work plan. AR reported that a strategic work plan has been developed with SH and LR that identifies his priorities over the next 6 months. The focus is on infrastructure and Community Engagement and empowerment.</p> <p>b) First Aid courses</p>	

	<p>AR reported that there had been a good turnout for both sessions of the First Aid courses and positive feedback had been received. Further courses will be arranged in Weston Rhyn & Gobowen in the autumn. The costs from the CFRs had not yet been confirmed.</p> <p>c) Summer Activities Summer Activity programme now published and we have advertised it on social media and in the Advertiser. There will be activities in each village on Saturdays from 18th July and 1 afternoon each week from 3rd August.</p> <p>AR reported that SYA and Fusion Arts have put in bids to the LJC to run a youth club in Weston Rhyn.</p>	<p>AR: Confirm value of donation to First Responders. AR: Arrange dates for autumn courses.</p>
7	<p>Postcard Calendar The Communications group proposed that a 2016 calendar be produced using 12 of the entries into the postcard competition. BL has been working with Judge Sampson Ltd to design and price a calendar. Total costs for the proposed project are: Calendar Production £4838 Enveloping £410 Delivery £410 Total £5658</p> <p>The costs quoted above for enveloping and delivery are based on us using companies to do the work but the Communications group propose to offer this activity to local Community groups as a fundraiser. A great deal of discussion took place regarding the cost of the project as a proportion of the £1million and the relative benefits that it would bring. DB proposed that proceed with the project NG seconded The motion was carried by a vote with 6 in favour, 2 against.</p>	<p>BL: Progress calendar project.</p>
8	<p>Community Chest Applications a. Offa Events £500 Various ways of supporting Offa Events were discussed. CB advised that there is no evidence that he is self-employed or registered with the Charities Commission. We would potentially be funding an individual. There was general consensus that these types of events are beneficial to the area. NG suggested that an event in St Martins should also be considered. PM proposed that the grant be awarded to demonstrate that we are behind the aims of Offa Events and that we suggest future support from UnLtd and registering the venture as a CIC. This was seconded by NG. Vote: 7 in favour 1 against. Grant approved.</p> <p>b. St Martins School £500 Grant approved. SH requested that a condition be added to the terms and conditions that the school</p>	<p>BL: Progress grant payment. Liaise with UnLtd as appropriate.</p> <p>BL: Progress grant payment.</p>

	<p>would work with 3PYA and Big Local to provide public swimming sessions in summer holidays from October half term.</p> <p>c. Weston Rhyn Under 18s £500 Grant approved. It was agreed that the breakdown of costs is insufficient in the application and we need further detail regarding what our £500 will be spent on. It was also agreed that AR would make contact with the applicant to offer further support re funding and policies, insurance etc.</p> <p>d. Gobowen All Rounders BL advised that the returned evaluation form from Gobowen All Rounders stated that they had only needed half the grant that they received from the Community Chest. CB advised that the group be asked to write to us to confirm what they would spend the grant on if they were to keep it and that this information should be brought to the next Partnership meeting for discussion.</p> <p>DB pointed out that some of the applications discussed had not been signed as they had been sent electronically. It was agreed that signatures should be obtained before any grant cheques were issued.</p>	<p>BL: Progress grant payment. AR: Support with funding and policies etc.</p> <p>BL: Contact Gobowen All Rounders.</p> <p>BL: Obtain signatures for application forms.</p>
9	<p>Community Plan year 2 budget BL presented details of the current budget and spend for year 1. A discussion took place regarding the proposed budget for year 2 and the following was agreed:</p> <p>Business forum £3,000 Communications £10,788 (to include calendar project and website re-write) Community Chest £12,000 BIG Grants Scheme £25,000 NILS – It was agreed that this would form the basis of a separate application to Local Trust when the full scope and costs are known. Car Sharing £100 Partnership Room Hire £820 Refreshments £200 Training, Insurance and Expenses £2000 Events £3000</p> <p>Total Year 2 Budget £56,908 Nb please note that this doesn't include the 2 workers & Fairshare as this has already been agreed by Local Trust until August 2016.</p>	<p>BL: Liaise with Local Trust to organise approval.</p>
10	<p>Community Plan Review SH presented the main parts of the completed Community plan review document and discussed the detail that was included. CB suggested including Wheels 2 Work or Carshare as a project but it was agreed that there had been insufficient take up of these</p>	<p>BL/ SH / NH: Finalise document and submit to Local Trust by end July.</p>

	two projects to date. Partners agreed with the proposed content.	
11	Volunteering Weekend (b/fwd from May meeting). NH proposed that we have a volunteering focus at our next Community event rather than organising a specific volunteering weekend. This was agreed and the Communications group were asked to take this forward when organising the next event.	Communications Group: Volunteering focus at next community event.
12	A.O.B. RJ raised a point regarding the interest that the unspent £1m is accumulating. CB advised that the whole £200million Big Local fund is invested by Local Trust and drawn down in line with the budget plans of Big Local areas. Depending on how Big Local progresses, we may well get more than the £1million if the investments do well.	

Next Meeting: Wednesday 26th August 2015. 7:30pm

Venue: Gobowen (to be advised)