

Three Parishes



Weston Rhyn • St Martins • Gobowen

Partnership Meeting Minutes

Wednesday 27th January 2016 7:30pm Weston Rhyn Institute

Present: David Boyce, Angela Bright, Neil Graham, Nick Heard, Sue Heard, Ron Jones, Pat McGuinness, Glenn Pennington, Polly Smith, Penny Jones and Bridget Laraway.

		Actions Agreed
1	Welcome and Apologies for absence Nick Heard welcomed Penny Jones to the meeting as an observer. Apologies for absence were received from Clare Babbs, Robert Macey and Laurel Roberts.	
2	Declarations of interest. There were no declarations of interest in any agenda items.	
3	Minutes of the meeting of 6th January 2016 and matters arising The minutes of the meeting were confirmed as an accurate record. There were no matters arising that are not covered elsewhere in the agenda.	
4	Chairperson's Report NH advised that Sheila Leech, the resident that had attended the 6 th Jan Partnership meeting as an observer had declined the invitation to join the Partnership. NH thanked everyone, particularly BL and SH, for all their efforts with The Big Chat event held on 23 rd January. NH reported on the Chairs' meeting that he and SH had attended in London earlier this month. Kevin Sugrue, the chair of Local Trust, had attended the event and gave feedback on the Big Local programme. A summary of this feedback accompanies these minutes as a separate document. NH also reported on a meeting with Kathryn Jones, Hub Manager at St Martins school. Kathryn's area of responsibility includes careers. A follow up meeting is planned on 9 th February to discuss any ideas that Kathryn has developed that 3PBL could support. AB commented that the Partnership should ensure that support is available to every pupil through the projects	

	that we fund, not just the high attaining pupils.	
5	<p>Co-ordinator Report</p> <p>BL circulated a short written report at the meeting. Main points and discussion:</p> <p>a) Fairshare. There had been 5 contacts during December. 2 of these were online loan applications but these could not be completed as the applicants failed to provide the necessary back up documentation. There has been some progress with the School Savings Club at Gobowen school.</p> <p>b) Community Plan spending. Year 2 funding for Sept – Mar £68,863 Expenditure to date £22,558</p> <p>c) Carshare. BL reported no residents had signed up for the Carshare scheme.</p> <p>d) Gobowen Library Project. BL reported that Kate Garner, Locality Commissioning Manager at Shropshire Council, has thanked the Partnership for the grant awarded to the Library project. Kate has also stated that the process of working with 3PBL to develop the application has helped the group to consider some wider aspects to the project.</p> <p>e) Community first responder car. The Community first responder car part funded by the Big Grants Scheme is now in use and the 3PBL logo will be added to the livery very soon.</p> <p>f) Community Engagement. BL reported that she had been working with the following groups to develop projects and / or grants scheme applications:</p> <ul style="list-style-type: none"> • Selattyn & Hengoed produce show • Ifton Bowling Club • Ifton Miners Institute • Mums & Toddlers group in St Martins <p>g) Community Buildings - Energy efficiency audits. Marches Energy Advisory service will be carrying out energy efficiency audits on Weston Rhyn Village Hall, Gobowen Playing Fields Pavilion, and All Saints Church Hall in Gobowen. BL reported that she will keep in touch with MEA in case more surveys become available for other community buildings in the area.</p>	
6	<p>The Big Chat</p> <p>SH gave an short update on the Big Chat event on 23</p>	

	<p>January 2016 and advised that the next stage is to take the consultation questions out to community groups. This will be organised by the Communications group.</p> <p>PM fed back that he thought the process of using cards on the tables and passing them back to a central point for collation had gone really well.</p> <p>NG has the information relating to equipment that would be useful for the community and will document this and pass to BL / SH.</p>	<p>Comms group: Arrange for next stage consultation.</p> <p>NG: Collate information and pass to BL</p>
7	<p>Approval of job descriptions</p> <p>The draft job descriptions for the current Co-ordinator role and the proposed Communications & Community Project Officer role (CCPO) had been circulated earlier in the month by NH and feedback had been requested.</p> <p>GP asked if the CCPO job description had been modified to include overseeing the media project. NH confirmed that it had.</p> <p>PM asked for clarification of the fact that both roles included 'community work as appropriate'. NH advised that meant that both roles would involve working with community groups as required.</p> <p>AB asked where jobs would be advertised. BL agreed to check with Qube and advise Partners.</p> <p>Following discussion, the Partnership approved the proposed job descriptions for Big Local Co-ordinator and Communications & Community Projects officer and agreed that recruitment should go ahead.</p>	<p>BL: Confirm to partners where jobs will be advertised.</p>
8	<p>Training & workshops</p> <p>BL shared details of the following training courses and asked Partners to advise if they would like places to be booked asap.</p> <ul style="list-style-type: none"> • 11/2/16 – Governance training (half day) on the Wirral. <i>Please note that this course has been withdrawn since the Partnership meeting.</i> • 8/2/16 and 7/3/16 – Neighbourhood planning training on the Wirral. 12 noon start. 90 minute course • 7/4/16 – Community Energy – how to develop and sustain community energy programmes in Big Local areas. Wirral. 9am – 1pm • 22/4/16 – Appraising projects – training being delivered by Clare Babbs. Full day. Kirkby, Merseyside. Clare has suggested that at least 3 partners should attend this training. • 7/5/16 – Big Local Spring Event organised by Local Trust. Manchester. 10:30 – 3:30 <p>Big Chat Saturday 30th January. Arrangements for transport were discussed. 5 partners possible attending – NH, SH, GP, AB and SD.</p>	<p>ALL: Advise BL if you are interested in attending any of these courses.</p> <p>BL: Finalise arrangements and share with Partners attending.</p>

	BL also shared details of a Level 3 course in Community Development that had been identified as part of her Performance Management. Funding for this course was approved.	BL: Book place on the next course.
9	St Martins School Big Grants Scheme application BL gave a short overview of the Big Grants Scheme project that St Martins school had submitted. 3 Community Chest applications have also been received. It was agreed that a Grants Panel would be scheduled for 10:30am 10 th February at St Martins Centre. Copies of papers to be circulated to Partners in advance of the meeting. Partners who are unable to attend the meeting are asked to feedback any comments on the applications to BL or NH by 9am on Wednesday 10 th February.	BL: Circulate papers to Partners. ALL: Feedback to BL or NH if unable to attend 10 th Feb meeting.
10	Date for next project planning meeting This was deferred until the next Partnership meeting.	BL: Add to agenda for next Partnership meeting.
13	A.O.B i) The afternoon tea competition was judged and SH agreed to contact winners. The raffle was drawn.	SH: Contact competition winners and arrange prizes.

Next Meeting: Wednesday 24th February 2016. 7:30pm

Venue: Gobowen. Location tbc.