

Partnership Meeting Minutes

Wednesday 30th March 2016 7pm; St Martins Community Centre

Present: Clare Babbs, Angela Bright, Steve Davenport, Neil Graham, Nick Heard, Sue Heard, Penny Jones, Ron Jones, Pat McGuinness, Glenn Pennington, Polly Smith, Paula Pugh and Bridget Laraway.

		Actions Agreed
1	<p>Welcome and Apologies for absence Apologies for absence were received from Robert Macey and Laurel Roberts. NH reminded all present about confidentiality and asked that sensitive papers be returned to BL at the end of the meeting. NH welcomed Paula Pugh, the new Communications & Community Project officer, to the meeting and advised Partners that Paula will be taking up the post in June.</p>	
2	<p>Declarations of interest. Ron Jones declared an interest in item 7a – Selattyn & Gobowen Parish Roundabout Community Chest Application. Steve Davenport declared an interest in item 8a – Correspondence received from St Martins School.</p>	
3	<p>Minutes of the meeting of 24th February 2016 The minutes of the meeting were confirmed as an accurate record. <u>Matters arising</u></p> <ul style="list-style-type: none"> It was confirmed that RJ and NH are attending the Community Energy training on 7th April and that BL had booked places for them, CB advised that the appraising projects training was now on 17th June in Warrington. NH & SH are attending. 1 more Partner is needed from Three Parishes. CB thanked GP for proposing the new Grant Evaluation Process at the last Partnership meeting. Since the meeting, she has shared this process with her other Big Local areas and they have all been impressed and asked CB to pass on their thanks. AB asked for a booking form for Chirk Bank Community group for the Big Celebration. 	<p>All: Advise BL if you can attend this training on 17th June.</p> <p>BL: Forward booking for to AB asap.</p>
4	<p>Chairperson’s Report NH, SH and BL had met with Kathryn Jones and Clare Ellis from St Martins school on 8th March. They had further explored the support that the Business Class programme will give the school and had come away with a better understanding of the</p>	

6	<p>Community Chest Correspondence</p> <p>a. St Martins Village Life - use of logos. An enquiry had been received from the St Martins Village Life committee regarding the use of logos as required in the Community Chest grant terms and conditions. They proposed to publish a thank you letter from the Chairman that would include the logos on the same page and to continue to allow the Three Parishes Big Local and Lottery funded logos on the pages that the Communications group submit for each edition. The committee felt that it was not appropriate to use these logos on either the front or back covers and gave reasons for this. These reasons were discussed at the Partnership meeting. The Partnership approved the proposal submitted by the Village Life committee and accepted that the magazine would not include the logos on the covers.</p>	<p>BL: Respond to Village Life with Partnership decision.</p>
7	<p>Community Chest grants</p> <p>a) Selattyn & Gobowen Parish Roundabout (£500) This application was for £500 to cover the ongoing printing costs that are not fully met by advertising revenue. The grant was approved. A Partner asked about the editorial arrangements for the Roundabout given a recent article that had created a great deal of controversy. BL confirmed that the Parish Clerk has editorial control over content. It was suggested that all articles within the magazine should include the name of the author of the article. BL was asked to pass this on to the editor but this should not be included in the terms and conditions. It was agreed that the standard terms and conditions for grants should be adapted to include a condition that the organisation spending the grant does not bring Three Parishes Big Local into disrepute.</p> <p>b) St Martins Brownies (£500) This application was for £500 towards the cost of St Martins Brownies taking part in a Boots, Bikes and Boats Challenge that will include a weekend residential at Lyneal. The value of the match funding being provided by the Brownies was discussed. SH confirmed that the group does a lot of fundraising in St Martins and is often present at village events. Partners agreed that it would be interesting to have a presentation to the Partnership or a written account of what they have done. Grant Approved. GP suggested that this grant be used to trial the new evaluation folder process. Partners agreed.</p>	<p>BL: Arrange grant payment.</p> <p>BL: Pass suggestion on to Editor.</p> <p>BL: Adapt standard terms and conditions.</p> <p>BL: Arrange grant payment. BL: Arrange new style evaluation folder.</p>
8	<p>Big Grants Scheme Correspondence</p> <p>a) St Martins School NH summarised the outcome of the Partnership discussion about this application at the last Partnership meeting. Correspondence has since been received from the school stating that they could not commit to the Business Class programme without confirmation of funding for the full 3 years of the programme. NH, SH & BL had also discussed this with</p>	

	<p>the School at their meeting on 8th March. Following further discussion, it was agreed that the full value of the grant (£7,200) would be 'ring-fenced' for the school but would be paid on an annual basis subject to outcomes being set and achieved, in line with the way we receive our funding from Local Trust. CB suggested that we send a 'letter of comfort' to St Martins school explaining this position. GP asked to see the letter before it is sent.</p> <p>b) Oswestry Men's Shed BL shared a letter that had been received from Oswestry Men's Shed in relation to the grant offer of £2,260 that was decided at the last Partnership meeting. A summary of the content of the letter was that the Men's Shed members felt that tools and machinery were a greater priority than the finishing touches to the building. Following discussion it was agreed that the Men's Shed should be allowed to spend the grant of £2,260 on any of the items included in their original application rather than specific items. Oswestry Men's Shed had also extended an invitation to Partners to visit the shed. Many Partners showed an interest but none were available in the immediate future.</p>	<p>CB: Draft 'letter of comfort' and forward to BL and NH. BL: Share letter with GP.</p> <p>BL: Contact Oswestry Men's Shed and advise.</p> <p>ALL: Delegation / representative to visit.</p>
9	<p>Big Grants Scheme applications</p> <p>a) Qube Volunteering Project. This application was for £7,800 for a 1 year project to map current volunteering, identify and advertise volunteering opportunities and to encourage local people to volunteer. All this activity was specific to within the Three Parishes Big Local area. Partners agreed that there needs to be a focus on volunteering within our area and that many of the projects being considered by the Partnership may require volunteer support. The message given at the LJC meeting about volunteers being needed in local areas to deliver some of the services previously carried out by Shropshire Council was also discussed. Whilst Partners acknowledged that there was a need for a project of this type, it was agreed that this proposal did not quite deliver a robust solution. It was proposed that work is done with Qube to further develop the solution for re-consideration at the next Partnership meeting.</p> <p>b) STAR Housing – Money Mentor NH asked PM to chair this agenda item as PM had been involved in discussions with Partners who had given their apologies for this meeting. BL shared debt background information that she had obtained from a number of agencies including the Money Advisory Service and Stepchange debt charity. BL advised that she had not received any response to her enquiry with Oswestry CAB. Partners acknowledged that, given the evidence at this meeting, and the research carried out when writing the Community Plan, it is likely that there is a debt problem within the Three Parishes Big Local area.</p>	<p>BL: Arrange meeting with Qube to re-develop proposal. BL: Add to agenda for next Partnership meeting.</p>

	<p>The proposal by STAR Housing was discussed and these main areas of concern were raised:</p> <ul style="list-style-type: none"> • The total cost of the project. BL advised that she had discussed the no. of hours worked and the total project length with STAR and they were willing to consider a reduced length project on a trial basis which would be less costly. • The proposal excludes mortgage advice but, both the statistics for our area and the debt research, indicate that owner occupiers are likely to be badly affected by this issue. As such, Partners agreed that mortgage advice was important. <p>The application was declined as it did not fully meet the financial exclusion objectives that the Community plan aims to achieve.</p> <p>It was proposed that an 'Invitation to tender' document is developed that incorporates all the financial exclusion projects that the Partnership have discussed – Credit Union work, debt advice, NILS and potentially, an inclusion fund. A committee was appointed to carry this forward – PM, PS, PJ, RM and BL. CB advised that she had a draft tender document that could be used as the basis of this work.</p>	<p>BL: Advise applicant</p> <p>BL: Arrange committee meeting.</p> <p>CB: Forward draft document to BL to share.</p>
10	<p>A.O.B.</p> <p>a) PS advised the Partnership that The Big Celebration is on the same day as the Weston Rhyn Plant fair and gave her apologies for the event.</p> <p>b) SD stated that he has become aware of instances where individuals have not been able to afford PSV tests and other driver training costs and are missing out on the chance of employment through not having these qualifications. SD asked whether we could support this type of activity. CB advised that, although we are unable to fund individuals, we could grant fund a social enterprise to manage a fund of this type on our behalf. BL advised that CHALK CIC, based in Oswestry, could handle this type of fund. It was also suggested that this should be considered as part of the financial exclusion ITT mentioned in 9b above.</p> <p>CB advised that one of her other areas have set this up and suggested that BL contact Karl Rooney for more information.</p>	<p>BL: Contact CHALK CIC and investigate.</p> <p>BL: Contact Karl Rooney.</p>

Next Meeting: Wednesday 27th April 7:00pm

Venue: Weston Rhyn Institute.