

Partnership Meeting Minutes

Tuesday 16th December 2pm, St Martins Centre

Present: Clare Babbs, Angela Bright, Neil Graham, Nick Heard, Sue Heard, Ron Jones, Robert Macey, Glenn Pennington, Andy Rimmer, Sue Schofield, Bridget Laraway.

		Actions Agreed
1	Apologies for absence were received from Laurel Roberts, Pat McGuinness, Steve Davenport and David Boyce. Keith Allum has indicated that he is resigning from the partnership but has not yet formally done so.	
2	Declarations of interest. SS and SH declared an interest in item 7 on the agenda (Fairshare Contract) as the St Martins centre is one of the venues that Fairshare will be using to deliver the personal finance outreach services covered by the contract.	
3	Minutes of the meeting of 19th November and matters arising: a) The minutes were accepted as a true record of the meeting. b) The following items of business have been postponed until the partnership meeting on 28 January 2015. <ul style="list-style-type: none"> • Completion of register of interests documentation • Action plan from 18th October 2014 workshop • Election of Assistant Chair 	BL: Include items on agenda for 28 th January 2015 meeting.
4	Co-ordinator Report BL had circulated a written report in advance of the meeting covering progress on the Car Share project, details of the Community Chest grants that had been awarded and information relating to work being done to support organisations to secure funding from other sources. NH commented that BL should keep an eye on time spent working to secure funding from other sources.	BL: Send copy of Carshare press release to CB. BL: Ensure details of car share project are included in Village Life article.
5	Community and Youth worker report AR had circulated a written report in advance of the meeting covering Gobowen Youth Club, work done on the Community group directory and meetings that AR has had with various contacts in relation to youth or transport activities.	

	AR gave details of his walks around Weston Rhyn. GP commented that appropriate ID should be carried and that AR should wear a high visibility coat / vest. AR and SH are working on a plan to inform residents about transport options available in the area.	AR: Procure high visibility vest / coat through Qube.
6	Communications group feedback The Communications group had circulated a short written report in advance of the meeting. The plans for the next community event planned for 16 th May 2015. It was suggested that a dog show is included. AB advised that Weston Rhyn already hold a successful dog show in August each year.	
7	Fairshare Contract The following amendments were discussed and recommended for the Fairshare contract: 1. References to “funding” should be changed to “grant funding”, including in the definition. The definition should have details added: “this is funding from the Big Lottery fund via Local Trust which carries terms and conditions.” 2. (5.3) Take out the wording “unless this has been approved in writing by Oswestry Community Action. 3. Add another point (19.2c) “professional indemnity insurance with a limit of as appropriate to cover the services that will be provided under Schedule 1. 4. To ask the solicitor if we should add a requirement that Fairshare are FCA accredited. 5. Add another point (25.4) “In the event that mediation is unsuccessful, the matter will be referred to Local Trust whose decision is final.” 6. Add “Three Parishes” to the Definitions, using the description given in 6.1.2. 7. Point (8.1) needs to mirror the grant offer letter from Local Trust and state that the funding needs to be shown in the Recipients accounts as “restricted funding”. 8. Section 10 – check with Laurel if OCA want to be able to include their logo. There is a danger that any publicity materials will have too many logos on them. Subject to these changes being explored and made (if appropriate) RJ proposed that we accept the contract. SS seconded. The vote was unanimous.	BL/ NH: Discuss with Fairshare at the meeting on 18/12/14. BL: Advise Laurel of partnership recommendations. BL: Liaise with solicitor as appropriate.
8	AOB a) CONFIDENTIAL MINUTE. (b) BL reported that Penny O Hagan, clerk to Gobowen Parish Council, has written to the partnership in thanks for the donation of £200 to the parish roundabout magazine. (c) BL handed out car share leaflets and requested that partners distribute them within the villages.	

	(d) CB requested permission to share the partnership handbook with her other big local areas. This was approved by the partners.	ALL: distribute leaflets. BL: forward electronic copy to CB.
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Next Meeting: Wednesday 28th January 2015. 7:30pm

Venue: Weston Rhyn Institute.