

Attendance: David Boyce (DB), Nick Heard (NH), Sue Heard (SH), Pat McGuinness (PM), Glenn Pennington (GP), Polly Smith (PS), Clare Babbs (CB), Paula Pugh (PP) and Bridget Laraway (BL).

Attendance (part): Ian Follington (Oswestry BID) and Mike McKenna (Selattyn & Gobowen Parish Council)

Item	
1	<p><b>Presentation by Ian Follington – Oswestry Business Improvement District (BID)</b>            NH welcomed Ian Follington from Oswestry BID. Ian gave a presentation on the aims, purpose and progress of Oswestry BID and took questions from Partners.            NH thanked Ian and said that he had found the presentation really interesting and useful.</p> <p>Ian Follington and Mike McKenna left the meeting.</p>
2	<p><b>Welcome and Apologies for absence.</b>            NH welcomed everyone to the meeting and reminded Partners of the aims of the Three Parishes Big Local Partnership.            Apologies for absence were received from Angela Bright, Ron Jones, Robert Macey and Laurel Roberts.</p>
3	<p><b>Declarations of items for ‘any other business’.</b>            a. BL declared an item - Parish plans</p>
4	<p><b>Declarations of interest.</b>            There were no declarations of interest.</p>
5	<p><b>Minutes of the meeting of 30<sup>th</sup> August</b>            These were confirmed as a true record of the meeting.</p> <p><u>Matters arising</u></p> <p><b>a. Enterprise Support group to promote any activity going on at Gobowen Central.</b>            BL advised that Amy Farley (Marches Growth Hub) was being made redundant by Shropshire Council and that there were no plans to replace her although a short term contact had been made available for 3PBL. As such, there will no longer be any drop in sessions at Gobowen Central hosted by Marches Growth Hub.</p> <p><b>b. Press Statement covering the last 12 months funding</b>            PP advised that this has been drafted and will be reviewed at a Communications group meeting being held on 19<sup>th</sup> October.</p> <p><b>c. Gobowen Station prospectus – query over costs in grant evaluation</b>            BL advised that the applicant had confirmed that the project had cost £100 less than they had been quoted. The project had been funded from 3 separate sources and the underspend had been returned to the other 2 funders.</p> <p><b>d. Website support</b>            PP advised that this is ongoing and will be discussed at the Communications group meeting on 19<sup>th</sup> October.</p> <p><b>e. Letter to Shropshire Council regarding parking at Gobowen Station</b></p>

	<p>BL advised that she had not yet drafted this letter.</p> <p><b>f. Village newsletters</b>  NH and BL reported that they had not been able to locate any forms of support for village newsletters. NH advised that he will contact Ben from NANM for advice. BL to contact Shropshire RCC.</p>
6	<p><b>Minutes of the meeting of 27<sup>th</sup> September</b>  These were confirmed as a true record of the meeting.</p> <p>Partners commented that they had been pleased with the turnout for the meeting, particularly the attendance by 2 residents who were not linked to any of the groups that had been funded.</p> <p><u>Matters arising</u></p> <p><b>a. Potential Partnership members</b>  NH reported that 2 people have expressed an interest in joining the Partnership and that NH and BL are liaising with them regarding next steps.</p> <p><b>b. Local Trust documents</b>  CB asked for an update on the Local Trust Partnership documents. BL advised that a small number of Partners still needed to complete these documents. BL to progress asap.</p>
7	<p><b>Chairperson's report</b></p> <p>a. Chair's delegated financial responsibility.  No expenditure to report.</p> <p>b. Tree planting and photographs at Derwen college.  NH reported that he, SH, GP, PM and PP had attended a tree planting event at Derwen college . Three Parishes Big Local have sponsored a tree as part of Derwen College's 90<sup>th</sup> birthday celebrations.</p>
8	<p><b>Village Volunteering Report</b></p> <p>The report for September had been circulated in advance of the meeting.</p> <p>Project performance was discussed – attendance at drop in sessions, attendance at groups, advertising session at Stans. PS reported that she had attended a volunteer management training course run by Alex Drury and that it had been a worthwhile event.</p> <p>Partners discussed the delivery of drop ins and some expressed concern over lone working arrangements. CB advised that the arrangements for operational delivery of the programme are not the concern of the Partnership and that these issues are for consideration by Qube as the contracted party.</p> <p>NH asked PP to arrange a project review meeting with Qube.</p> <p>BL advised that the funding comes to an end in July 2018 and Qube will need to re-apply for funding if they would like to continue the project in its current format. Partners will also be able to review the outcomes at the end of the project and decide on the best way to continue to support volunteering &amp; volunteers in the local area.</p>

9	<p><b>Report from Project Groups</b></p> <p>a. My Money Matters A written report had been submitted in advance of the meeting. PM asked if anyone had any questions. Karen Williams had 2 clients this week. PS reported that she had left a message on her mobile but had not heard back from her and was disappointed. NH concerned that people were moving into new bungalows behind Stans and didn't have any white goods and floor coverings. PP suggested delivering project update leaflets to those houses which include a MMM leaflet. Will be discussed at Comms group tomorrow.</p> <p>b. Communications Group Angus is attending meeting on 19<sup>th</sup> to talk about Our Bigger Story. Thanks to everyone who came to the Derwen today and, after tomorrow's meeting we will let everyone know if there any events coming up that they will need to attend for photo shoot.</p> <p>c. Enterprise Support Group NH gave an update on the progress with the Enterprise Support group. The launch is scheduled to take place in the next few weeks. The first funded training course is Social Media for beginners being held on Friday 20<sup>th</sup> October at St Martins Centre. 8 people are booked on the course.</p> <p>CB suggested including a training course in the new GDPR regulations. Partners agreed that this would be a good idea and suggested that Shropshire Council or Shropshire RCC might be good sources of potential trainers. BL to look into this as part of Enterprise Support programme.</p>
10	<p><b>Progress report from Oswestry Station Building Trust</b></p> <p>A copy of the progress report had been circulated in advance of the meeting. SH gave details of the publicity programme that has been agreed at the Comms group and communicated to the station project. BL is monitoring the implementation of this. Partners made the following comments / suggestions in relation to the report:</p> <ul style="list-style-type: none"> <li>• Publicity should be included.</li> <li>• Commentary on how the loan repayments are going should be included</li> <li>• Name of the person completing the report should be added</li> <li>• A couple of lines should be included regarding progress into business plan</li> <li>• Involvement of local businesses and stakeholders – this should include who has been involved – which businesses.</li> </ul> <p>Partners asked BL to arrange for this information to be included in the next report. Partners asked BL to request a copy of the report that OSBT has sent to Keyfunds. <b>[THIS IS ATTACHED TO THESE MINUTES]</b></p>
11	<p><b>Big Grants Scheme – allocation of Partners</b></p> <p>NH asked for Partners to volunteer to review the Big Grants Scheme applications that had been received:</p> <p>a. All Saints Church Hall, Gobowen This is an application for £4343 towards the cost of refurbishment and new equipment for All Saints Church Hall, Gobowen. Polly Smith volunteered.</p> <p>b. Effie Cadwallader – equipment for first aid courses This is an application for £1640 towards the cost of resuscitation mannikins for the</p>

	<p>local community. Nick Heard volunteered. BL to liaise between applications and Partners to enable grant applications to progress.</p>
12	<p><b>Evaluation Assessments</b></p> <p>a. Village Life Community Chest (MR) Carried forward to the next meeting.</p> <p>b. Gobowen Scouts Big Grant SH volunteered to review this and will report back at the next meeting</p> <p>c. Ifton Colliery Band Community Chest BL reported that the information was incomplete and will bring this back to a future meeting when complete.</p>
13	<p><b>Co-ordinator &amp; Financial Report</b></p> <p>BL had circulated a report of funding over the last 12 months. NH asked if the £99k shown on the table included the £9k left over from year 3. BL advised that it didn't and she will add this in to future reports. GP asked about the additional £105,000 that has been communicated to the Partnership. CB advised that Local Trust have re-inforced the information in the covering letter and that the money needs to be used to invest in legacy. CB commented that redundancy payments for staff needed to be included in the budget for future years. GP requested that a 'ball park' figure be obtained from Qube to build into future budgets. NH asked BL to discuss with Qube. CB suggested that we look at legacy at the next plan review. Partners made the following suggestions –</p> <ul style="list-style-type: none"> <li>• Bringing grant money into the place</li> <li>• Making community buildings self sufficient</li> <li>• Training for partnership and groups near the end</li> <li>• Asset to keep income coming in to enable a fund to keep grant funds available for community groups.</li> <li>• Applying for funding to keep this programme going.</li> </ul>
14	<p><b>Communications &amp; Community Project Officer Report</b></p> <p>PP reported that Weston Rhyn School Saver club have saved £599.76 and Gobowen have saved £6349.53. Weston Rhyn school are starting a promotion this week - £5 for existing or new members plus additional £5 bonus for saving 5 times over 7 weeks. PP reported that Andrea Broady is still having difficulty getting a meeting date with St Martins school but is actively pursuing this.</p>
15	<p><b>AOB</b></p> <p>a. BL commented that there were a number of meetings going on in the local area in relation to Parish and neighbourhood plans and asked whether or not the Partnership are involved. Partners discussed the meetings that were taking place and it was confirmed that a representative was attending each meeting and could report back any implications for Three Parishes Big Local.</p> <p>b. CB shared thanks from Warrington Big Local for the use of our project scoring and evaluation sheets.</p>

**Next Meeting:** 29th November 7:30pm Partnership Meeting Venue TBC  
7<sup>th</sup> December 7:00pm Christmas Social Polly's House