

Partnership Meeting Minutes

Wednesday 25th February 2015 7:30pm All Saints Church Hall, Gobowen

Present: David Boyce, Angela Bright, Nick Heard, Sue Heard, Robert Macey, Pat McGuinness, Glenn Pennington, Andy Rimmer, Sue Schofield, Bridget Laraway.

		Actions Agreed
1	Apologies for absence were received from Clare Babbs, Ron Jones and Laurel Roberts. Keith Allum's resignation letter has not yet been received.	
2	Declarations of interest. There were no declarations of interest in any items on the agenda.	
3	Minutes of the meeting of 28th January 2015 and matters arising: a) The minutes were accepted as a true record of the meeting. b) No formal letter or resignation has been received from Keith Allum. c) BL had made contact with the concert organiser but is still awaiting a reply d) AB has received her additional register of interest forms and will complete and return them. e) The Assistant Chairs' meeting has not yet taken place.	NH: arrange with KA. BL: chase up AB: complete and return forms. NH, SH, PM: Arrange meeting.
4	Co-ordinator Report BL had circulated a written report in advance of the meeting. Key points and additional information given at the meeting: a) Fairshare Contract. OCA and Fairshare signed the contract on 12 th February. NH reported that Fairshare had been pleased with the attendance at the two launch events that had taken place. SH commented that more posters could be put up in St Martins. Partner availability for the Fairshare launch in Gobowen on 3 rd March was discussed. b) OCA and partnership insurance BL is continuing to progress both these areas. Information and a quote for partnership insurance is expected to be received by 5/3/15 and will be circulated to partners for discussion at the next partnership meeting.	BL: contact Fairshare for additional posters and short update after each week's service points for the next few weeks. AR: attend Gobowen launch. BL: Add to agenda for next partnership meeting. Circulate information when available.

	<p>c) Carshare BL is continuing to liaise with Shropshire Council's sustainable transport team regarding Carshare signage. The project is currently with the Highways department. The deadline for spending the Shropshire Council budget allocated for this is end March 2015.</p>	BL: Continue to progress.
5	<p>Community & Youth Worker report AR 's written report was circulated at the meeting. NH thanked AR for organising the Youth Activity afternoons that had taken place during February half term. AR thanked SH and BL for their assistance at the activity afternoons. AR reported that approx. 100 children and young people had attended the events but a lot were younger than had been expected. A volunteer is now in place to start planning youth provision in Weston Rhyn – this will start to be planned with AR on Thursday 5/3/15 and expected to be in place by Easter.</p>	
6	<p>Community Chest decisions. The minutes and recommendations of the Community Chest panel that took place on Friday 13th February had been circulated in advance of the meeting. It was agreed that the grants recommended by the panel should be paid. Proposed by SS Seconded by PM</p>	BL: Advise applicants and progress grant payments.
7	<p>TPBL / OCA agreement The final version of the agreement between Oswestry Community Action and Three Parishes Big Local had been circulated in advance of the meeting. It was agreed that this should be adopted. Proposed by SS Seconded by SH</p>	BL: Arrange for LR and NH to sign agreement.
8	<p>Communications group report RM reported that the Communications group are looking into new village noticeboards, currently trying to obtain permission for various sites to then approach the planning department to find out the rules and regulations for each site. BL advised that a full page feature will appear in the Advertiser on 10th March – currently being drafted by BL and reviewed by NH.</p>	
9	<p>Community led project funding NH reported on the meeting that took place on Friday 20th February. The fund is to be called "The Big Grants Scheme" and an application form and supporting documents have been drafted and circulated to the partners that attended the meeting. When feedback has been received and revisions made, as appropriate, these will be shared with all partners.</p>	

	The Big Grants Scheme will be launched in the press feature on 10 th March.	
10	<p>Business Forum</p> <p>NH reported that he had written to a local business leader last week asking for support to launch the business forum. No response yet received.</p> <p>BL has contacted Shropshire Council to see if support available from their Business Development team but no response yet received.</p> <p>In response to a question from AB, NH confirmed that the purpose of the Business Forum will be to support and encourage the development of business within the Three Parishes.</p> <p>RM advised that SD may be a good source of business contacts / support.</p>	<p>BL: Follow up with Shropshire Council.</p> <p>BL: Review business database currently held.</p>
11	<p>Action plan from Partner Workshop 18/10/14.</p> <p>The action plan that had been circulated at the end of the last meeting was reviewed.</p> <p>BL reported that 2 informal responses had been received following the letters written to Community Buildings but no formal responses. It was noted that some of the building committees will meet infrequently so plenty of time should be allowed for them to reply.</p> <p>A discussion took place around Business start ups, supporting enterprise and training for potential leaders of groups.</p>	<p>BL: Contact UnLtd and investigate what training they can provide in this area.</p>
12	<p>AOB</p> <p>a) AB gave details of a training / apprenticeship opportunity that has come up in Chirk and asked for ideas about how to get people interested. AR, PM and NH suggested contacting the colleges and County Training.</p> <p>b) SS asked about training / support for leaders for new community groups where people have come forward with ideas but don't feel that they have the skills to lead them themselves. BL advised that they could be put into contact with Andy who could support them to gain skills or recruit other group members.</p> <p>c) All partners were invited to the Big Get Together planning meeting to be held on Monday 2/3/15 at 2pm. Any partners who can't attend were asked to send or discuss ideas with BL in advance of the meeting.</p> <p>d) NH asked all partners to consider how we may involve UnLtd while their support is available to us.</p> <p>e) AR is attending the Local Trust Community Arts workshop on 24/3/15 and asked if anyone else would be interested in attending.</p>	<p>AB: Pass on information to the employer.</p> <p>All: Consider for discussion at next meeting.</p>

Next Meeting: Wednesday 25th March 2015. 7:30pm

Venue: Ellesmere Road Chapel, St Martins.