



Partnership Meeting Minutes

Wednesday 27th June 2018

Gobowen Central



Attendance: Clare Babbs (CB), David Boyce (DB), Angela Bright (AB), Sylvia Dyke (SD), Nick Heard (NH), Sue Heard (SH), Ron Jones (RJ), Pat McGuinness (PM), Glenn Pennington (GP), Maggie Rowlands (MR), Polly Smith (PS), Paula Pugh (PP) and Bridget Laraway (BL)

Attendance (part): Teresea Eccleston and Corrie Davies from Gobowen Central Strategic Development Group, Robert Macey (RM), Laurel Roberts (LR).

Item	
1	<p>Welcome and Apologies for absence.</p> <p>Apologies had been received from Steve Davenport. LR gave apologies that she would have to leave early due to road closures. Apologies had been received from RM that he would be late arriving.</p> <p>NH welcomed Teresa Eccleston and Corrie Davies and reminded Partners of the aims of the Three Parishes Big Local Partnership.</p>
2	<p>Declarations of items for 'any other business'.</p> <p>The following items were declared:</p> <ol style="list-style-type: none"> a. PM - LJC meeting Monday 2nd July b. CB declared one item
3	<p>Declarations of interest.</p> <p>Item 4 – Gobowen library presentation - SD Item 7a – Oswestry Heritage Gateway Community Chest application – MR Item 9a – Response from Derwen College – RM</p>
4	<p>Gobowen Central – Q & A session with Gobowen Central Strategic Development Group</p> <p>NH advised the Partnership that Teresa Eccleston and Corrie Davies had kindly agreed to attend tonight's meeting to enable Partners to ask questions about the progress of the Gobowen Central Library and Hub project.</p> <p>A question and answer session took place. This is recorded in a separate confidential minute.</p> <p>NH thanked Teresa and Corrie for their time and input into the meeting.</p> <p><i>Teresa and Corrie left the meeting.</i></p>
5	<p>Minutes of the meeting of 23rd May and matters arising.</p> <p>These were confirmed as a true record of the meeting.</p> <p><u>Matters arising</u></p> <ol style="list-style-type: none"> a. NH asked BL to contact Steve Davenport for an update on the progress with the old Ifton Primary School. b. NH commented that the two stage grants process referred to is being trialled this evening with agenda item 9b. c. SH noted that she had still not been able to link up with the TNS Community Worker and asked if there had been any progress with the new Village Volunteering

	<p>grant application. LR advised that Qube are still considering what approach this will take.</p> <p>d. LR commented that Steve Latham White had been invited to give an update on social prescribing and advised that Qube are currently the lead body.</p>
6	<p>Chairperson's report</p> <p>a. Chair's delegated financial responsibility. NH reported that he had used his delegated financial responsibility to approve a Community Chest application of £195 towards the cost of entertainment at the Rose Queen fete in Gobowen on 16th June.</p> <p>b. Legacy NH reported that he will soon be attending the next meeting of the Southern cluster legacy learning sessions. Many areas are investing money in buildings. CB noted that one of her areas is considering lodging an endowment with their local community foundation that could be used for funding grants going forward.</p> <p><i>RM entered the meeting</i></p>
7	<p>Financial Report</p> <p>BL had circulated a financial report in advance of the meeting that showed that the Year 4 budget had £33,700 available to spend.</p>
8	<p>Community Chest</p> <p><i>MR left the room</i></p> <p>a. Oswestry Heritage Gateway An application for £125 had been submitted for a Pollinators Day taking place on the Oswestry Hillfort on 27th July. Partners commented that the day of the event (a Friday) makes it inaccessible for anyone who works. The application was scored against the community aspirations and approved. BL was asked to find out from the organisers why the event was planned for a weekday and to suggest that the organisers use the event to fundraise towards future similar events to ensure sustainability. Application Approved</p> <p><i>MR entered the room</i></p> <p>b. Local Events Committee: Weston Rhyn Festival. An application for £300 had been submitted towards the cost of materials to create an "Around the Rhyn" display at Weston Rhyn Festival on 13th July. Partners discussed copyright issues of materials on display and match funding. The application was scored against the community aspirations and approved with the conditions that it is portable and displays a Three Parishes Big Local plaque. It was agreed that £267 should be paid now and that the remaining £33 showing as contingency in the application should be left available to be claimed if it is needed. Partners also recommended that any future applications should include an element of match funding. Application Approved</p> <p>c. Croesoswallt Archers An application for £500 had been received towards equipment for young members. Partners discussed how the Archery club is funded and whether membership fees would cover equipment. SH advised that they already link up with other youth groups in the area. The application was scored against the community aspirations and approved with no conditions. Application Approved</p> <p><i>LR left the meeting.</i></p>
9	<p>Big Grants Scheme</p> <p>a. Response from Derwen College The response from Derwen College to the questions that the Partners had asked had been</p>

	<p>circulated in advance of the meeting. Partners discussed about how people find out the information about booking it – is this information in the public domain? Partners also discussed the possibility of a loan instead of a grant. NH proposed that the Partnership approve the application subject to having sight of a promotional plan and material covering community use and a timetable of when the community can use it. NH asked for a show of hands and there was a majority. PS abstained.</p> <p>NH asked BL to advise Derwen College that the Partnership were broadly in favour of approving the grant and to ask them to supply publicity materials and plan in time for the next Partnership meeting for partners to see. Grant offer letter will be issued after that meeting.</p> <p>b. Expression of Interest – St Martins FC</p> <p>NH noted that this was the first time of using the new 2 stage process and the idea was that for the next stage the applicant would fill out a Big Grants application and would ensure that their application tackled the issues that the Partnership identified at this stage.</p> <p>Partners noted that the following details should be included in / with their Big grant application:</p> <ul style="list-style-type: none"> • Safeguarding policy • Data protection policy • Review project title to incorporate how the project will help the club's skills to develop. • Costs for insuring the equipment for the next three years. <p>Partners also agreed that any grant offer should state that the equipment will be returned to us if they stop using it within 3 years of the grant being awarded.</p> <p>NH asked BL to work with St Martins FC to complete the stage 2 form.</p>
10	<p>Roving Reporter proposal</p> <p>The proposal from the Communications group had been circulated in advance of the meeting. GP explained the reasoning behind the project and talked through the proposal. CB commented that Northwood Big Local have put something similar out to tender and have employed 2 people as they think it's so important.</p> <p>Partners discussed whether the Communications group wanted to employ someone or to put the work out to tender. The Group advised that this had not yet been decided. At this stage they are asking for a budget of £6904 to be approved and they will keep the Partnership updated with progress.</p> <p>NH proposed that the budget be approved. RM suggested that we increase the budget to a round £7,000. Partners voted and all were in favour of approving an amount of £7,000 from the Big Grants Scheme budget towards this project.</p>
11	<p>Have a go event budget and upate</p> <p>SH reported that £2,397 of the £3,500 budget had been allocated to date. Prizes have been donated by TNS. SH asked Partners to confirm who is helping on the day for catering.</p> <p>SH also reported that competition entries are very thin on the ground and asked Partners to encourage people to enter.</p> <p>PP advised that nearly all her hours that had been allocated to the project have now been used.</p> <p>NH commented that Sue and Paula had put a lot of hard work into this event and thanked them both.</p>
12	<p>Aspiration Review: Create more opportunities for building skills and qualifications</p> <p>Partners discussed the key words / themes that relate to this aspiration and they were noted on a flipchart.</p>
13	<p>Questions about Project group reports</p> <p>a. Communications Group</p>

	<p>Partners asked about the distribution of plaques and whether all present had received their update leaflet.</p> <p>b. Enterprise Support Group There were no questions.</p> <p>c. Health & Wellbeing Group There were no questions</p> <p>d. My Money Matters Partners commented that Citizens Advice Shropshire were doing a very good job. Partners discussed whether the resource was sufficient and it was agreed that CAS should be asked to highlight if the demand is greater than Karen Williams can cope with. Partners also commented that the value of income that the project has recouped for people is well worth the cost.</p>
14	<p>Evaluation Assessments</p> <p>a. Gobowen Defibrillator PS reported on the Gobowen Defibrillator evaluation. She advised that the financial report was a few pence awry and that the project had delivered what it said it was going to deliver.</p> <p>b. St Martins Scouts NH reported on the St Martins Scout group evaluation. The project delivered what it said it was going to deliver but he was disappointed that no photographs were included with the evaluation.</p> <p>c. Gobowen Church Hall Big Grant GP volunteered to review the Gobowen Church Hall evaluation</p> <p>d. The WREN Community Chest SH volunteered to review the WREN evaluation.</p>
	<p>AOB</p> <p>a. PM shared details of the Future Fit LJC meeting taking place in Weston Rhyn on Monday 2nd July.</p> <p>b. CB advised that one of her Big Local areas has added a GDPR tick box to the signing in sheet and is asking Partners to tick to confirm each time they sign the form that they are still happy to have their information held. BL shared details of how GDPR has been implemented with respect to Partnership members at Qube. Partners agreed to continue with the current arrangements.</p> <p>c. SH advised that she and NH had attended Energize's 'getting heats beating faster' launch and found out about the 5 projects that they are working on. There may be ways that we can either help them with funding or invite them into our health & wellbeing projects. SH had left her contact details with information that we could help with funding.</p> <p>d. PS asked for clarification regarding declarations of interest and how this should operate. NH asked BL to add this to the agenda for the next Partnership meeting.</p>

Next Meeting: 25th July 7:30pm

St Martins Centre