



Partnership Meeting Minutes

Wednesday 23rd May 2018

Weston Rhyn Institute



Attendance: Clare Babbs (CB), David Boyce (DB), Angela Bright (AB), Steve Davenport (SD), Nick Heard (NH), Sue Heard (SH), Robert Macey (RM), Pat McGuinness (PM), Glenn Pennington (GP), Maggie Rowlands (MR), Polly Smith (PS), Paula Pugh (PP), Bridget Laraway (BL), Sylvia Dyke (observing).

Attendance (part): Ron Jones (RJ)

Item	
1	<p>Welcome and Apologies for absence. Apologies had been received from Neil Graham and Laurel Roberts. NH welcomed Sylvia Dyke as an observer to the meeting and reminded partners of the aims of the Three Parishes Big Local Partnership.</p>
2	<p>Declarations of items for ‘any other business’. The following items were declared:</p> <ul style="list-style-type: none"> a. Update on old Ifton School building- SD b. Evaluation assessments to hand out - BL c. Update on Selattyn & Gobowen Parish Roundabout - RM
3	<p>Declarations of interest. SD and SH declared an interest in Item 7c – Village Life Community Chest application. RM declared an interest in Item 8a – Derwen College Big Grants Scheme application. AB declared an interest in Item 8b – Chirk Bank Community Group Big Grants Scheme application.</p>
4	<p>Minutes of the meeting of 25th April and matters arising. These were confirmed as a true record of the meeting. <u>Matters arising</u></p> <ul style="list-style-type: none"> a. GP asked about NH & SH attendance at TNS event. NH explained that it was a short notice invitation and that usual practice would be to offer these opportunities out to the the full Partnership. b. SH commented that the open day at All Saints Church Hall on 12th May was a really nice event. c. MR gave an update on Big Dee Day and confirmed that there is no real need for Three Parishes Big Local to get involved and that there is no indication that any funding will be needed. d. RM advised that BL had delivered the update at the Gobowen Parish meeting. e. NH suggested that Steve Latham White is invited to a Partnership meeting to share information about social prescribing. f. BL confirmed that the bunting that Gobowen Church Hall have purchased will be made available for other community groups to use.
5	<p>Chairperson’s report</p> <ul style="list-style-type: none"> a. Chair’s delegated financial responsibility. NH reported that he had not used his delegated financial responsibility since the previous Partnership meeting on 25th April. b. Grant decision process

	<p>NH reported that the recent correspondence regarding a Big Grant application that had been turned down had necessitated a review of grant processes. NH, SH and BL had met with Laurel Roberts earlier in the week and discussed the situation. Proposals from this discussion:</p> <ul style="list-style-type: none"> • Better feedback should be captured as part of the grant appraisal process to enable groups to learn and improve their project / applications if appropriate. • Understanding of the Aspirations should be documented to enable staff to better discuss this with applicants and potential applicants. This will be done through a series of discussions at Partnership meetings, starting in June. • Trial of a two stage application process that will involve applicants sending an Expression of Interest as the first stage for any grants over £500. The Expression of Interest will be a simple form that will capture an overview of the project, anticipated costs, expected outcomes and what other sources of funding they have applied for. <p>Partners approved these proposals.</p> <p>c. Legacy Update NH shared the ideas that came out of the legacy discussion at the last Partnership meeting. The process is being referred to as BLEXIT within Big Local. The following are just discussion points at this stage:</p> <ul style="list-style-type: none"> • The 3 Parishes will continue to work together • The Community Aspirations will be revised / maintained as appropriate. They will continue to be the guiding theme of activity. • Activity should be aimed at keeping up incoming grant funds to support groups and projects which work towards the Community Aspirations. • Income will need to be raised to fund the 'service'. • Support will only be given to those activities which are outside those normally given by Councils. <p>Partners discussed whether or not now is the appropriate time to start thinking about legacy. CB advised that the Partnership need to consider the type of legal entity that might be needed to deliver any post Community plan activity and the preparation time needed to set up some types of legal entity. MR suggested that we research all the possible types of legal entities that we could become. Partners agreed.</p> <p>NH asked Partners to forward any further legacy ideas to him.</p>
6	<p>Financial Report BL had circulated a financial report in advance of the meeting that showed that the Year 4 budget had £70,786 available to spend. Partners questioned the overspend in partnership costs. BL advised that the expenditure for communications equipment agreed at the March Partnership meeting had been allocated to this budget as one of the areas that this budget covers is Partnership Equipment and training.</p>
7	<p>Community Chest</p> <p>a. Ifton Meadows Management Committee An application for £500 had been submitted for a Nature Fun day taking place on 19th August. It was reported that there had been a change to 'other funding' specified in the application as Shropshire Council had agreed to fund two nature experts so the Ifton Meadow Management Committee were no longer applying to STAR housing for funding. Partners agreed that this was a good event for the local community. Application Approved</p> <p>b. Love 2 dance An application for £400 had been submitted towards the cost of a coach to take local children and their families to Preston to take dance exams. Love 2 dance had</p>

	<p>previously applied and been successful for a grant but had not taken it up as the exams had been cancelled. Application Approved</p> <p>c. Village Life An application for £500 had been received towards the running costs of Village Life Magazine. Partners discussed the approach to funding village magazines and confirmed their commitment to continuing to support this valuable resource. CB proposed that we offer them £1000 for 2 years rather than expecting them to resubmit an application in 12 months time. Partners agreed to this proposal and asked BL to write to Village Life to confirm whether or not this would be acceptable. Partners also discussed the number of volunteer hours that go into creating and distributing each edition of the Village Life and it was agreed that the magazine should be encouraged to print this somewhere in each edition. Application Approved</p>
8	<p>Big Grants Scheme</p> <p>a. Derwen College application GP advised that as the nominated Partner he had visited Derwen college and spoke to Anna Evans and her manager about the first draft of the application. The version that the Partnership were considered included the revisions in presentation that he had suggested. Partners discussed the extent to which the facility will be available to the Community and what is meant by 'community'. Does it mean the general public? It was also noted that the College actually sits outside the Three Parishes Big Local funding boundary. Partners asked BL to contact Derwen College and clarify the detail regarding availability to the community and the public – opening hours, costs, numbers, how many weeks a year will it be open. The application also refers to training. Clarity is also needed regarding how many local residents will receive training. Application to be reconsidered when additional detail known.</p> <p>b. Chirk Bank Community application Chirk Bank Community group had applied for £1500 towards the cost of redecorating the community hall in Chirk Bank. Partners discussed the ownership and tenure of the building and AB confirmed that this funding is just to paint the church hall element of the building, not the church. CB reminded the Partnership of their aim to make all the Parish buildings sustainable. Partners voted in favour of approving the application. AB abstained. Application Approved</p> <p>c. Report from Gobowen station The latest quarterly report from the Gobowen Station group had been distributed in advance of the meeting. Partners discussed the potential implications of any delays in income on the achievement of the business plan. The lack of acknowledgement of Three Parishes Big Local as a funder was discussed and BL advised that the group were waiting for plaques for installation. The Comms group confirmed that these will be ready soon.</p> <p><i>Ron Jones left the meeting at this point.</i></p>
9	<p>Revised budget for Community Event 7th July</p> <p>SH requested an increase in budget for the Community event from the £2,000 initially agreed to £3,500 in total. Partners agreed and asked for a breakdown to be circulated as soon as possible. Responsibility for allocating spend within the budget was delegated to SH.</p>

10	<p>Roving Reporter update</p> <p>GP reported that the Comms group met last week and invited BL to support them with this process. An outline of the proposal has been developed and BL will draft the documents for review at the Comms group meeting on 7th June. The proposal will be finalised to come back to the next Partnership meeting.</p>
11	<p>AOB</p> <ul style="list-style-type: none"> a. SD gave an update on the latest thinking within Shropshire Council in relation to Ifton School. The proposal is that this could be a mixed use development and that they may be looking for an organisation to manage the business accommodation. It has been suggested that Three Parishes Big Local could be the organisation responsible for the management of this facility. NH commented that this could be an opportunity for some income generation in relation to legacy b. PS volunteered to review the evaluation for the Gobowen Defibrillator NH volunteered to review the evaluation for St Martins Scouts c. RM gave an update on the Selattyn & Gobowen Parish Roundabout and advised that they will not be applying for a Community Chest grant this year. There has been an upturn in advertising revenue so that the Roundabout is now covering its costs. d. GP circulated a copy of the 2018 updated leaflet and advised that it will start to be delivered during w/c 28th May. e. CB thanked SH for taking her to the school savings club at St Martins School on 22nd May.

Next Meeting: 27th June 7:30pm

Gobowen TBC