



Partnership Meeting Minutes

Wednesday 28th March 2018

Gobowen Scout Hut



Attendance: Clare Babbs (CB), Angela Bright (AB), Nick Heard (NH), Sue Heard (SH), Pat McGuinness (PM), Glenn Pennington (GP), Maggie Rowlands (MR), Polly Smith (PS), and Bridget Laraway(BL).

Attendance (part): Ron Jones (RJ)

Item	
1	<p>Welcome and Apologies for absence. Apologies had been received from David Boyce, Robert Macey, Laurel Roberts and Paula Pugh.</p>
2	<p>Declarations of items for ‘any other business’. a. Fairshare Credit Union proposals (NH) b. Big Dee Day (MR)</p>
3	<p>Declarations of interest. SH declared an interest in item 8a – Shropshire Rural Communities Charity Community Chest application as the applicant will be using St Martins Centre. PS declared an interest in item 8b – Weston Rhyn Playgroup Community Chest application as the applicant will be using Weston Rhyn Village Institute.</p>
4	<p>Minutes of the meeting of 14th March and matters arising. These were confirmed as a true record of the meeting.</p> <p><u>Matters arising</u> Item 10. NH and BL had met and finalised the Community Equipment Library Tender. It will be distributed to Community buildings on Tuesday 3rd April and through the Voluntary sector networks.</p>
5	<p>Chairperson’s report a. Chair’s delegated financial responsibility. NH reported that he had not used his delegated financial responsibility since the previous Partnership meeting on 14th March.</p> <p>b. Local Trust Legacy meeting in London NH reported that he had attended a Local Trust Network meeting in London on 21st April that focused on legacy, and that he was chairing the group. He asked Partners to consider if they had any particular ideas or items that the group might consider. He asked BL to add it to the agenda for the next Partnership meeting.</p>
6	<p>Financial Report BL had circulated a financial report in advance of the meeting that showed that the Year 4 budget had £82,537 remaining to spend. BL reported that she had received an email from Local Trust advising that the next instalment will not be paid yet as the Partnership is holding an underspend of £76,954. The majority of this underspend is committed funds. BL will monitor the actual spend against the budget held and will notify Local Trust if funds are needed.</p>

	NH noted that the funds are earning interest whilst they are being held by Local Trust.
7	<p>Insurance Renewal 2018/19</p> <p>BL had received notification that the Partnership's insurance policy is due for renewal on 2nd April at a cost of £190.40 for 12 months. The cover provided is:</p> <p>Public liability - £5million Employers liability - £10 million Management / Trustee liability - £1million Professional Indemnity - £1million.</p> <p>Partners agreed that the insurance should be renewed.</p>
8	<p>Community Chest</p> <p>a. Shropshire Rural Communities Charity – Application for £215 towards the cost of a Diabetes Awareness programme to be delivered at St Martins Centre in May. Partners discussed this application and agreed that it did meet the Community Aspirations. They suggested that the programme / events should be advertised at Chirk Surgery and the doctor's surgeries in Oswestry. Application Approved</p> <p>b. Weston Rhyn Playgroup – Application for £500 towards the cost of setting up a new playgroup in Weston Rhyn. Partners discussed this application and agreed that it did meet the Community Aspirations. CB commented that the applicant did not have a bank account so a proxy will have to be paid or they will have to open a bank account. Partners agreed that an alternative approach would be to pay the costs direct, or to refund the applicant on seeing evidence that they have bought the items. Partners suggested that Caroline Wix might support the group with a constitution, even if they are not committee led. Application Approved</p>
9	<p>Big Grants Scheme</p> <p>a. Hengoed Community Group – Selattyn & Gobowen War Memorial Project.</p> <p>Consideration of this application had been delayed from the Partnership meeting of 14th April as the applicant had changed from Selattyn & Gobowen Parish Council to Hengoed Community Group.</p> <p>PS reported that she and BL had met with the lead contact on the application and two others involved in the project and shared some background information that had been discussed at this meeting.</p> <p>The project was discussed at length and it was agreed that, in principle, it would be a good project for the area. There was concern that the project costs were high and that the books might be discarded by many households. It was suggested that a smaller print run might be better value and that the distribution should be re-considered.</p> <p>The Partnership considered the project against the the Community Aspirations and concluded that the project did not sufficiently work towards the Community Aspirations and funding could not be approved.</p> <p>MR suggested two Heritage lottery funding streams that might be suitable for the project and offered to help the group apply for this funding should they wish to do so. NH asked BL to include this information in the letter to the applicant.</p>
10	<p>Communications Equipment proposal</p> <p>A proposal detailing equipment and costs that the Communications group would like to purchase had been circulated in advance of the meeting. GP explained the reasons that this equipment would be beneficial to the Partnership, and the community and that the particular model of hi-spec camera had been suggested by Paul from My Bigger Story.</p>

	<p>The laptop had been suggested by BL to ensure that any data and images are able to be kept as secure as possible. Equipment included in the proposal:</p> <table border="0"> <tr> <td>Hi-spec camera</td> <td>£1950</td> <td></td> </tr> <tr> <td>Low – spec camera</td> <td>£200</td> <td></td> </tr> <tr> <td>Laptop</td> <td>£500</td> <td></td> </tr> <tr> <td>Tripod</td> <td>£70</td> <td>Total £2720</td> </tr> </table> <p>Partners agreed the cost and increased the budget available to £3,500 to allow for fluctuations in cost, insurance, storage, and for editing software to be purchased.</p> <p>Approved £3,500 maximum budget.</p> <p>GP also suggested that the Partnership could recruit a ‘newshound’ to make full use of this equipment and the benefits that it will bring to the programme.</p>	Hi-spec camera	£1950		Low – spec camera	£200		Laptop	£500		Tripod	£70	Total £2720
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11	<p>Report from Health & Wellbeing group SH gave a verbal report on behalf of the Health & Wellbeing group. The scheduled meeting had not taken place due to the snow. SH has provisionally booked St Martins School Sports Hall and swimming pool for Saturday June 30th. SH gave a brief overview of her ideas for the event, a budget was discussed and Partners agreed that SH could ask Qube for additional resource to organise the event. AB and BL gave their apologies for this date.</p> <p>Approved £2,000 budget. Partners asked SH provide a breakdown of costs at the next meeting.</p>												
12	<p>Questions about project group reports</p> <p>a. Communications Group GP summarised the Communications group report that had been circulated in advance of the meeting and confirmed that the update leaflet was in hand as planned. There had been no response from Lucid Creations regarding training.</p> <p>PS asked about the noticeboards that had previously been part of the Communications budget and whether there was funding to install one in Rhoswhiel. It was agreed that this should go on the agenda for the next Communications group meeting. BL commented that the installation of some noticeboards elsewhere in the villages had not proceeded due to difficulties in obtaining the relevant permissions from Highways etc.</p> <p>b. Enterprise Support Group MR summarised the report that had been circulated in advance of the meeting and Partners discussed the difficulties in identifying businesses that were just starting out. NH added that 3PBL are supporting the organisation of a pop up shop event at Gobowen Station on 12th May.</p> <p><i>RJ left the meeting at this point.</i></p>												
13	<p>Blue Badges AB reported that there has been a complete review of blue badges still in the pipeline but not much has been finalised. She receives regular updates through Oswestry Access groups. Partners asked if there is anything that 3PBL can do to ensure that local people aren’t affected. AB reported that there isn’t anything that can be done at this time.</p>												
14	<p>Evaluation Assessments</p> <p>a. Village Life – MR reported on the grant of £500 to the Village Life magazine. She advised that the applicant had achieved what they said they were going to and that they anticipate breaking even by May this year. MR commented whether the Partnership should consider ongoing financial support to these free services and NH advised that he had discussed the national approach to the sustainability of village magazines with the National Association of Neighbourhood Management (NANM) and they had referred it back to Local Trust. Partners agreed</p>												

	<p>that the village magazines could continue to apply for Community Chest funding.</p> <p>b. Chirk Bank Community Group – SH reported on the grant for the new door for the Chirk Bank Community room chapel. She advised that the application and evaluation were good and that the project delivered exactly what it said it was going to.</p> <p>c. City Lane & area resident - NH reported on the grant of £500 towards equipment for community events in the area. NH advised that he wasn't sure if it had represented good value as we don't know how much use is being made of the equipment. The location of the equipment was discussed and Partners agreed that the group should be invited to store their equipment in the Community Equipment Library when it is up and running.</p> <p>d. St Martins Angling Club – PS volunteered to review this grant and report back at the next meeting.</p> <p>e. Weston Rhyn Minors FC – NH volunteered to review this grant and report back at the next meeting.</p>
15	<p>AOB</p> <p>a. Fairshare Funding NH reported that he, PM, BL and PP had met with Fairshare Credit Union on Tuesday 27th March. A document summarising the key points of the meeting was distributed to Partners. There had been 2 main items of discussion that required Partnership approval:</p> <p>Illegal Money Lending Team Promotion. This is a promotion aimed at increasing the number of credit union members. Up to 50 new members who meet the criteria within the promotion timeframe will receive a bonus of £25 funded by the England Illegal Money Lending Team. There is significant administration time to Fairshare in managing this promotion and they have quoted a cost of £990 to Three Parishes Big Local. Partners discussed this. £990 cost for this promotion approved.</p> <p>Ongoing support to School Savers clubs. NH explained that the contract with Fairshare to deliver services in our area came to an end in March 2017 and that, since then, Fairshare have been continuing to support the School Savers clubs at no cost to Three Parishes Big Local. All the School Savers clubs that Fairshare manage across Telford and Shropshire are funding in one way or another, usually by a Parish Council. Fairshare have quoted an annual cost of £4080 for supporting the 3 primary school savers clubs. Partners discussed this. It was discussed that the long term goal is for schools to take ownership of their own savers clubs and that the project should start to work towards this. CB asked if Fairshare had filled out a Big Grants Scheme application form. NH advised that we had received a breakdown of costs and that Fairshare were preparing a service schedule. £4080 cost for the next 12 months approved. It was also agreed that Fairshare should be asked to complete a Big Grants Scheme application form for this funding.</p> <p>b. Big Dee Day MR reported that she and BL had received an email regarding this event which starts on 14th September 2018 and is a celebration of the River Dee and its catchment, inviting Three Parishes Big Local to be involved in the event. NH asked MR to find out more information and come back to the Partnership if appropriate.</p> <p>c. Derwen College Big Grant GP commented that he has made contact with Anna Evans at Derwen College and will be meeting with her in mid April. BL asked GP to include her in the meeting.</p>

Next Meeting: 25th April 7:30pm

St Martins Centre