



## Partnership Meeting Minutes

Wednesday 19 September 2018

Weston Rhyn Institute



Attendance: Nick Heard (NH), Pat McGuinness (PM), Sue Heard (SH), Angela Bright (AB), Steve Davenport (SD), Sylvia Dyke (SMD), Robert Macey (RM), Maggie Rowlands (MR), Clare Babbs (CB), Paula Pugh (PP) and Bridget Laraway (BL)

Attendance (part): Glenn Pennington (GP)

Item	
1	<p><b>Welcome and Apologies for absence.</b>            NH welcomed everyone to the meeting and reminded Partners that they are working in the interests of the Three Parishes area.            Apologies had been received from David Boyce, Ron Jones and Polly Smith.</p>
2	<p><b>Declarations of items for 'any other urgent business'.</b>            NH asked Partners to complete the Partnership review documents and Register of interest documents before they left the meeting.</p>
3	<p><b>Minutes of the meeting of 25<sup>th</sup> July and matters arising</b>            The minutes were confirmed as a true record of the meeting.</p> <p><i>Matters arising:</i>            Item 9a - NH advised that a variation request had been received from Ifton Colliery Commemorative Project in response to the Partnership's requirement that Three Parishes Big Local logos be printed on all documents produced with the grant. NH had agreed their variation request that the grant would now only be used towards tickets, posters and Souvenir brochures and would no longer be used towards Service Sheets for the commemorative church service.</p> <p>Item 10b – BL advised that Laurel is going to meet with the Financial Director of Derwen College to move this forward. BL to arrange meeting.</p> <p>Item 11 – SH reported that the Health &amp; Wellbeing group are meeting next week and will produce a report for the next Partnership meeting.</p> <p>Item 14 – SMD has joined the Health &amp; Wellbeing group</p>
4	<p><b>Chairperson's report</b></p> <p>a. Chair's delegated financial responsibility.            NH reported that there had been no expenditure with his delegated financial responsibility since the previous Partnership meeting.</p> <p>b. Legacy            NH has prepared some notes in advance of the meeting about his view on legacy:</p> <p>Mission: To ensure that the Three Parishes benefit from the ethos and efforts of the Three Parishes Big Local Project into the long term, i.e. well beyond the 10 years.</p> <p>Vision: By the end of the 10 years there should be in place a system which :</p> <ul style="list-style-type: none"> <li>• Ensures maximum grant income into the Three Parishes</li> </ul>

	<ul style="list-style-type: none"> <li>• Builds social capital</li> <li>• Enables expenditure on items and activities which are outside the scope of normal council spending</li> <li>• Maximises the use of any income earning public assets within the Three Parishes.</li> </ul> <p>NH proposed that a Legacy group is formed with membership made up of the Chair &amp; Vice-Chairs. Other Partners are welcome to join. NH also advised that Terms of reference will be developed for the Legacy group.</p> <p>c. Public meeting / AGM plans  NH advised that the Partnership AGM will be held on 24<sup>th</sup> October at 6:30pm. This will be followed by a public 'open event' from 7:15pm. NH asked Partners to submit any nominations for Chair / Vice Chair positions to BL by 12 midday on 23<sup>rd</sup> October.</p> <p>The public open event will include sort presentations by group chairs followed by a finger buffet. Partners were asked to distribute posters and fliers for the open event.</p>
5	<p><b>Financial Report</b></p> <p>BL had circulated a copy of a financial report in advance of the meeting. Key information from the report:</p> <p>Total Budget Year 5   £163,323.00  Balance from Y4       £ 31,746.00  Total funds available for Year 5   £195,069.00</p> <p>The report included information about spend and committed expenditure to date and also funds that would be available for each budget area to be spent in Year 5.</p> <p>BL noted that staff costs would be likely to remain slightly over budget as staff have received annual pay reviews since the budget was set in 2016.</p>
6	<p><b>Community Chest</b></p> <p>a. Henley Woods parkrun</p> <p>An application for £500 towards the cost of a defibrillator had been received from Henley Woods parkrun , a new parkrun being established in Oswestry. The location of Henley Woods was clarified – at the junction of Harlech Road and Henley Drive in Oswestry, alongside the A5. BL advised Partners that the original location for this parkrun had been the British Ironworks but that had fallen through due to planning complications. Henley Woods is owned by Shropshire Council and the applicant had advised that they had given permission for the run to take place.</p> <p>Partners scored the application against the Community Aspirations. <b>Application approved.</b></p> <p>Partners discussed publicity and promotion and agreed an additional condition for the funding – that services in the Three Parishes Big Local area are sent promotional material to ensure as many residents as possible are aware of the event.</p>
7	<p><b>Big Grants Scheme</b></p> <p>a. St Martins FC stage 2 application</p> <p>Partners discussed the application and the additional information that had been provided regarding recruitment processes and DBS checks since the application was reviewed at the last Partnership meeting.</p> <p>Partners discussed how the application worked towards achieving the Community Aspirations and agreed that it the project would have a wider impact than indicated on the application. Partners discussed how the software licences for years 2 and 3 would be funded, and the fundraising approach of the club. BL gave details of the amount that the</p>

	<p>club had fundraised in 2017 from the accounts that were submitted with the application.</p> <p><b>Application approved with the following conditions:</b></p> <ul style="list-style-type: none"> <li>• Equipment to be returned to Three Parishes Big Local in the event that the club doesn't manage to fundraise enough to buy the software licence for Years 2 and 3.</li> <li>• Mutually agreed communication plan to be developed once the camera has been purchased and is in use.</li> </ul> <p><b>b. Expression of Interest – Garden Village Residents Association</b></p> <p>This Expression of Interest had been submitted by GP as an officer of Garden Village Residents Association (GVRA).</p> <p>NH asked Partners if they wanted GP to leave the meeting for the duration of the discussion. Partners agreed that GP didn't need to leave the meeting. NH asked Partners if they were happy for GP to talk through the application. Partners agreed that they were happy for GP to talk through the application.</p> <p>GP gave an overview of the Expression of Interest. The application was for up to £2,400 towards the cost of re-tarmacing or scarifying and re-tarmacing Garden Village in St Martins. Partners asked questions about the project and GP gave more information.</p> <p>A discussion took place regarding the expression of interest. This is recorded in a separate confidential minute.</p> <p>Partners asked CB to clarify the points that had been discussed with Local Trust and report back to NH &amp; BL. BL was asked to liaise with GP regarding next steps when clarification has been received from Local Trust.</p> <p><i>GP left the meeting</i></p>
8	<p><b>Aspiration review: Get the best out of our rural environment and economy</b></p> <p>Partners discussed the key words / themes that relate to this aspiration.</p>
9	<p><b>Questions about Project group reports</b></p> <p>a. Communications Group There were no questions about the report.</p> <p>b. Enterprise Support Group There were no questions about the report.</p> <p>c. Health &amp; Wellbeing Group There were no questions about the report.</p> <p>d. My Money Matters There was no report submitted as the group hadn't met.</p>

10	<p><b>Evaluation Assessments</b></p> <p>a. Shropshire RCC  NH had reviewed this evaluation and gave a report. The funding represented good value for money as Three Parishes Big Local was a part funder. There had been 14 attendees which Shropshire RCC considered low but NH noted that he felt that was not bad. SH had been at St Martins Centre when the workshops had taken place and she reported that there had been a good selection of different speakers. NH commented that he would like to see something similar in the area on dementia.</p> <p>b. TNS 2017  PM had reviewed the evaluation and discussed it with Gill Jones from TNS. He noted that it was an excellent evaluation folder with good evidence that the sessions had been enjoyed by many young people.</p> <p>NH gave a vote of thanks to SH for the amount of time that she spent supporting TNS.</p> <p>c. Resuscitation manikins  MR volunteered to review this evaluation and report back at the next meeting</p> <p>d. Local Events Committee  NH volunteered to review this evaluation and report back at the next meeting</p>
11	<p><b>AOB</b>  None.</p>