

**Attendance:** Nick Heard (NH), Pat McGuinness (PM), Sue Heard (SH), David Boyce (DB), Angela Bright (AB), Sylvia Dyke (SMD), Haulwen Nicholas (HN), Glenn Pennington (GP), Laurel Roberts (LR), Polly Smith (PS), Clare Babbs (CB), Paula Pugh (PP) and Bridget Laraway (BL)

Item	
1	<p><b>Welcome and Apologies for absence.</b></p> <p>NH welcomed everyone to the meeting and reminded Partners that they are working in the interests of the Three Parishes area.</p> <p>NH welcomed Haulwen Nicholas to the meeting as a new Partnership members and all present introduced themselves.</p> <p>No apologies for absence had been received.</p>
2	<p><b>Declarations of items for ‘any other urgent business’.</b></p> <p>a. Volunteer to mentor Haulwen as new Partnership member</p>
3	<p><b>Declaration of interest in any item on the agenda</b></p> <p>LR and SMD declared an interest in agenda item 6 - staffing</p>
4	<p><b>Minutes of the meeting of 27<sup>th</sup> February and matters arising</b></p> <p>The minutes were confirmed as a true record of the meeting.</p> <p><i>Matters arising:</i></p> <p>Item 5e – NH commented that a legacy group meeting will be arranged at the end of this meeting.</p> <p>Item 8a &amp; b – BL advised that no confirmation had been received from Partnership members regarding their attendance at their event. NH asked all Partners to let BL or PP know as soon as possible.</p>
5	<p><b>Chairperson’s report</b></p> <p>a. Chair’s delegated financial responsibility.</p> <p>NH reported that he had used his delegated authority to approve the renewal of the Partnership’s Insurance policy for another 12 months. BL advised that the policy includes £5million cover for public liability and £10million cover for trustee &amp; employee liability.</p> <p>b. Report from “Time for a change” conference</p> <p>NH thanked Partners who attended the event and reported that he had summarised the sticky notes that had been put up on the display into a document for circulation. It was agreed that this should be included in the weekly update. NH noted that his initial analysis had shown that there is no great deviation from the current aspirations.</p> <p>AB commented that she had spoken to 4 residents in Chirk Bank the previous evening who had not heard about Big Local but had lived in the area a long time.</p> <p>CB advised that 3PBL does more direct communication with residents than the other 3 Partnership that she works with.</p> <p>c. Village consultation events</p> <p>NH gave a brief update on the village consultation events and advised that he, SH and PM</p>

	<p>are meeting on 28<sup>th</sup> March to move the plans forward.</p> <p>d. Legacy</p> <p>NH met Matt Potts from Shropshire Council on Friday 22<sup>nd</sup> March and had given him a quick tour of the area. Matt was interested in the possibility of enterprise units at Ifton School and is going to look at the need or importance of building these into the plans for the site.</p> <p>A Shropshire wide problem is that businesses are tending to move out of industrial units at present due to increasing costs.</p>
6	<p><b>Staffing</b></p> <p><i>BL and PP were asked to leave the room.</i></p> <p>LR and SMD had declared an interested in this agenda item. Following discussion Partners approved an additional staff member for 2 days per week.</p> <p><i>BL and PP entered the room.</i></p> <p>LR noted that she and BL would meet during w/c 1/4/19 to plan the advert and recruitment process.</p> <p>The Partnership appointed NH, LR, PS, GP and HN to the shortlisting panel for applications.</p> <p>The Partnership appointed NH, LR and HN to the interview panel.</p>
7	<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 Balance from Y4        £31,806</p> <p>Total funds available for Year 5    £195,129 Balance to invest by 31/8/19        £43,415</p> <p>A Partner questioned the amount spent on staffing on the report and noted that it is a significant amount of the total programme funding. NH and CB advised that staff are an important resource for each Big Local area and how the programmes cannot be delivered without staff. CB also noted that the level of expenditure by 3PBL was typical.</p> <p>CB also noted that Local Trust are becoming more rigorous on paying funding instalments if Partnerships are holding on to a lot of committed by unspent funds and that this will increase as the programme nears its end.</p>
8	<p><b>Big Grants Scheme</b></p> <p>a. <b>Oswestry Mens Shed</b></p> <p>BL advised that she had given the Partnership's feedback on the Expression of Interest to the Oswestry Mens Shed and that a Big Grant application had been received on the afternoon of 27<sup>th</sup> March.</p> <p>BL noted that PM had volunteered to lead the grant appraisal team, with NH and PS supporting. BL will forward copies of the application to the team asap and a date for a meeting will need to be set.</p> <p>b. <b>The New Saints Foundation FC Ltd</b></p> <p>SH had volunteered to lead the appraisal team for this application, supported by MR and AB. SH reported that the team hadn't got together as a group but that she had contacted each of them to seek their views on the application.</p> <p>All three were in agreement and they proposed that the Partnership approve the application for £5,800 grant funding for 10 weeks of activities over 2019/20 from Easter 2019. SH noted that she had a concern about risk assessments and name badges. BL /</p>

	<p>SH to discuss to ensure that these are addressed in the grant paperwork. Partners voted on the proposal and it was approved unanimously.  <b>Application approved</b></p>
9	<p><b>Event details</b></p> <p>a. 11<sup>th</sup> May event – The Big Try  SH gave an update on the arrangements for the event and reminded all Partners that they are invited to be involved. SH gave an update on the competitions. The following arrangements were made for delivery of Gnomes to community groups:  SH – All St Martins groups  SH – Baby &amp; Toddler Group in Gobowen (Monday mornings 9am-11am All Saints Church)  BL – Gobowen Scout groups, Gobowen WI,  AB- Knit &amp; Natter, Chirk Bank Community Group, Good Companions, Messy Church at St Johns  PS – Babies &amp; Beyond, Phoenix Group, Gardening club.</p> <p>b. 8<sup>th</sup> June event – The Big Celebration  SH gave an update on the arrangements for the event and reminded Partners to reply asap to confirm whether or not they are attending. The Health &amp; Wellbeing group are meeting on Tuesday 2<sup>nd</sup> April to discuss which groups or clubs are being invited and how we are going to give awards.</p>
10	<p><b>Evaluation Assessments</b></p> <p>a. Resuscitation Manikins  MR wasn't present at the meeting. Carried forward to the next meeting</p> <p>b. Hengoed Defibrillator  NG wasn't present at the meeting. Carried forward to the next meeting.</p> <p>c. Croesoswallt Archers  NH reported on this grant. The grant had funded a good selection of high quality equipment. A good selection of photos had been included in the evaluation, showing people of all ages taking part in archery. It was evident that the club had a lot of inter-generational activity.</p>
11	<p>Evaluation assessments to be handed out  The following Partners volunteered to look at the evaluation assessments:</p> <p>a. Three Parishes Community Wildlife Group - NH  b. Ifton Colliery Commemorative Project - SMD  c. Scooting to school - HN  d. Preeshenlle Rose Queen Committee 2018 - SMD  e. Babies &amp; Beyond - AB  f. Ifton Meadows Management Committee - PS  g. Parish Roundabout - PM  h. Book Box shelf project - GP  i. Ifton Colliery Band - DB</p>
12	<p><b>AOB</b></p> <p>a. NH asked for a Partner to volunteer to 'mentor' Haulwen. PM volunteered.  b. GP gave an update on his recent activity as media rep. He had filmed a video at St</p>

	<p>Martins scouts on Monday 25th March and at Weston walking football on 26<sup>th</sup> March. NH thanks GP for the work that he is doing.</p> <p>c. NH circulated the advert that had appeared in the Advertiser and recorded his thanks to RM for the artwork for the advert.</p> <p>d. The Legacy group meeting was arranged for Friday 10:30 at St Martins Centre. Group membership is NH, SH, PM, GP, MR. NH will minute any actions and decisions and forward these minutes to PP to circulate with weekly update.</p>
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**Next Meeting:**            Wednesday 24<sup>th</sup> April 7:30pm. Weston Rhyn Institute.  
   Wednesday 22<sup>nd</sup> May 7:30pm