

Wednesday 22 May 2019

Gobowen Pavilion

Attendance: Nick Heard (NH), Pat McGuinness (PM), Sue Heard (SH), Angela Bright (AB), Sylvia Dyke (SMD), Glenn Pennington (GP), Polly Smith (PS), Clare Babbs (CB), Paula Pugh (PP) and Bridget Laraway (BL)

Attendance (part):Haulwen Nicholas (HN)

Item	
1	<p>Welcome and Apologies for absence. 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 Steve Davenport, Maggie Rowlands, Laurel Roberts and David Boyce</p>
2	<p>Declarations of items for ‘any other urgent business’.</p> <ul style="list-style-type: none"> a. Social Prescribing (SH) b. COAP CIC Community Chest (BL) c. Angus McCabe meeting request (NH) d. Meeting structures (NH) e. School matters (NH) f. Staff matters (NH)
3	<p>Declaration of interest in any item on the agenda SMD declared an interest in 9c SH declared an interest in 9b and COAP Community Chest application NH declared an interest in COAP Community Chest application</p>
4	<p>Minutes of the meeting of 24th April and matters arising The minutes were confirmed as a true record of the meeting.</p> <p><i>Matters arising:</i> 5c – Legacy paper – NH has compiled the paper but has not yet sent it round to all Partners. Partners confirmed that they would like a copy. NH to send to BL/PP for circulation to all Partners. 5d – Community Rep Re-organisation. CB reported that Irene Evison will be away in July so Clare Babbs will cover our meeting in July and Irene will not start until September.</p>
5	<p>Chairperson’s report</p> <ul style="list-style-type: none"> a. Chair’s delegated financial responsibility. NH reported that he had approved £277.96 for TNS bibs as discussed at the last Partnership meeting. <i>HN entered the meeting.</i> b. Legacy NH gave a verbal report. Many different ideas are coming to the surface, ranging from plaques on the various buildings that have received funding to investment in a facility that will generate income.

	<p>NH had met with Claire Nangle (interim head of housing development at Shropshire Council) to discuss housing on the old lfton School site. NH reported that the potential involvement of Three Parishes Big Local is being taken seriously within the Council. The renovation of the old school building is going to be a lot more expensive than previously thought. NH detected that the Council seems keen to put something back into the community.</p> <p>NH reported that there was not a lot of knowledge in the county about whether or not there is demand for an enterprise facility locally.</p> <p>GP noted that he had previously suggested some sort of museum, coffee shop, apprenticeship centre.</p>
6	<p>Financial Report</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 Total funds available for Year 5 : £195,129</p> <p>Funds remaining to be allocated by 31/8/19: £28,114</p> <p>Partners discussed the overspend / underspend against various budget headings and BL confirmed that overspend in each case had been approved by Local Trust and that they were satisfied as long as the total spend remained within the total budget.</p>
7	<p>The Big Chat</p> <p>A summary of the responses had been circulated in advance of the meeting. NH thanked everyone that had been involved in the Big Chat – the Henlle Golf club event and the events in the villages.</p> <p>NH talked through the results of the votes and noted that it's apparent that there are no compelling new issues. He also noted that the research will be good evidence to be submitted with the plan to Local Trust.</p> <p>BL asked the Partners to consider next steps and how we get to a position where we have a Community plan as the plan needs to be in draft stage at the next Partnership meeting.</p> <p>NH advised that he will draft a list of ideas ready for circulation with the Papers for the next Partnership meeting.</p>
8	<p>Community Chest applications</p> <p>a. Dave Andrews</p> <p>Dave Andrews had submitted an application for £500 towards the cost of publishing a book that he is writing to raise funds for charity. Partners discussed the project and whether or not they could fund something that is part of a charitable effort when the usual approach would be to take the expenses of the project out of the profit from the sales. An interest-free loan was discussed. CB advised that this would have to go through Keyfunds and it was unlikely to be worth it for such a small amount.</p> <p>It was proposed that the Design costs of £200 be approved and that the designer be asked to invoice 3PBL directly for his work. Partners agreed.</p> <p>£200 for design costs approved.</p> <p>b. Friends of Weston Rhyn Primary School</p> <p>Friends of Weston Rhyn Primary School had submitted an application for £500 towards the cost of a Weston Rhyn Community Fun day. Partners discussed the application and noted that the costs and match funding amounts were estimates and expressed concern that event planning wasn't very advanced for an event proposed for the start of July.</p> <p>The application as scored against the Community aspirations and approved. As the organisation doesn't have a bank account, it was agreed that invoices up to the value of £500 should be directed to 3PBL to pay directly rather than a grant of £500 being awarded.</p>

	<p>Partners also recommended that the group retain some of the proceeds from the event towards the sustainability of future events. Application approved.</p> <p>c. COAP CIC (application on agenda as AOB but dealt with at this point of the meeting). NH and SH declared an interest in this application. NH asked PM to chair this item. As copies of the paperwork were only distributed at this point, SH was asked to give an overview of the application while Partners read through it. SH advised that the application had been completed hurriedly as the applicant had only met with the Ifton Meadows Management committee on Tuesday 14th and the deadline for Community Chest applications was Wednesday 15th. SH gave a brief overview of the project and noted that the materials listed on the application were all consumables. BL added information as she had been in discussions with the applicant after the application was received. Partners discussed the application. The application was scored against the Community aspirations and approved with the condition that the details of the events are forwarded to 3PBL for inclusion in the Messenger. Application approved.</p>
9	<p>Big Grants Scheme</p> <p>a. Bronygarth Social Committee Expression of interest Partners discussed the application, including the location of Bronygarth in relation to the Big Local area. PM confirmed that it's in Weston Rhyn Parish. BL advised that Bronygarth is very spread out and the Big Local area does not cover the whole of Bronygarth. Partners discussed the match funding in the application and noted that there was no financial match funding but the provision of timber and labour can be accepted as match funding. Partners also discussed that funding has previously been given to agencies outside the Big Local area when there is a benefit to people living inside the Big Local area. Partners agreed that Bronygarth Social Committee should be invited to submit a full application. It was also agreed that a copy of their accounts is required with the application. SMD volunteered to review the full application when it is received.</p> <p>b. St Martins Centre Expression of Interest SH had declared an interest in this application. SH was invited to talk through the details in the application and the project as a whole. Partners asked questions about the wider project and the element of the project that this application covered. Partners questioned whether local suppliers and local contractors will be used for the project. Partners agreed that St Martins Centre should be invited to submit a full application. GP volunteered to review the full application when it is received.</p> <p>c. Qube Arts Expression of Interest SMD had declared an interest in this application and took no part in the discussion. Partners discussed the project and considered when the activities are likely to take place and how that will fit with current provision during October half term. Partners noted that and element of the project could be delivered at the weekend so that working families could take part and that exhibitions in community buildings would be a good addition to the project. Partners agreed that Qube should be invited to submit a full application. SH volunteered to review the full application when it is received.</p> <p>d. Oswestry Men's Shed (update on progress) PM reported that he, NH and BL had met with representatives of the Men's Shed earlier in May. PM gave a summary of the project and the discussions that had taken place. PM and NH had considered the application and discussion with the Men's Shed and</p>

	<p>recommended to the Partnership that they fund the purchase cost of the shed (£3180) to get the project off the ground. This is approx. 50% of the cost of the project and reflects the split of the membership in terms of those resident in the 3PBL area. PM also recommended that the grant offer is made conditional and only paid on sight of evidence that the Showground committee will allow the Men's Shed to continue to use the land. Partners voted in favour of approving this recommendation. £3180 approved.</p> <p>e. Severn Dee Travel (update on progress) BL advised that she had written to Severn Dee Travel and requested additional information following the discussion at the April Partnership meeting. There have been several attempts at getting in touch by Severn Dee Travel and BL but there is no update on the issues that were raised at this stage.</p>
10	<p>Events</p> <p>a. 11th May Event NH gave a formal vote of thanks to Paula, Sue and Sylvia for all their hard work as it was a very good event. SH thanked everyone for their support at the event. There are no official attendance figures available but, as an indication, there were 30 swimming participants, 43 pottery painting participants, 30 hand puppets were made and 48 paintings. All agreed that the attendance was higher than the previous year. SH advised that the event was delivered within budget but staff costs are still to be confirmed. She also shared the coverage in the Advertizer about the event. The gnomes are currently on display at St Martins centre and will be used as table centrepieces for the 8th June event before being returned to the groups that entered them.</p> <p>b. Volunteer Celebration event The invitations for the 8th June event have been sent out. Any Partners who have not yet confirmed their attendance are asked to do so as soon as possible so that any unclaimed spaces can be filled by additional volunteers.</p>
11	<p>Big Local Connects event NH advised that 3 places had been booked for Partners at this event and confirmed that he is attending. SH can attend from the Saturday morning. GP is considering; there were no other volunteers.</p>
12	<p>Evaluation Assessments</p> <p>a. Hengoed Defibrillator NG was not present so this item will carry forward to the next meeting.</p> <p>b. Scooting to School HN had completed the assessment of the evaluation.</p> <p>c. Babies & Beyond AB had completed the assessment of the evaluation</p> <p>d. Parish Roundabout PM gave his apologies for this item – carried forward to the next meeting.</p> <p>e. Book Box Shelf Project GP had completed the assessment of the evaluation</p>
13	<p>Evaluation to be handed out – Weston Rhyn Defibrillator NH volunteered to consider this evaluation.</p>
14	<p>AOB</p> <p>a. Social Prescribing (SH)</p>

BL and PP had met with the Practice Manager at Chirk Surgery and a report had been sent to SH & NH. SH asked that Partners are invited to any meeting with outside agencies next time.

- b. COAP CIC Community Chest (BL)
This had been dealt with as item 8c in these minutes.
- c. Meeting with Angus McCabe.
NH had received a request from Angus for a group meeting with 3 or 4 Partners. Lunchtime on Tuesday 3rd September was agreed. Partners to confirm availability nearer the time.
- d. Meeting structures (NH)
NH asked Partners to think about meeting structures so that their time commitment is less fragmented. A suggestion is that Partnership meetings consider grants one month and other business in alternate months. It was agreed that this should be added to the agenda for the next meeting for a full discussion.
- e. School matters (NH)
NH reported that he had been invited to meet with Weston Rhyn school. BL had met with the Head and a Governor on behalf of 3PBL. The outcome of that meeting was the possibility of bringing together a cross-school educational group with the Partnership. CB cautioned that funding can't be used for school's statutory responsibilities. NH suggested that the project is included in the plan and some funding allocated although the project will need further development.
- f. Staff matters (NH)
BL and PP were asked to leave the room for this discussion.

Next Meeting: Wednesday 26th June 7:30pm St Martins

Actions from this meeting – 22 May 2019

Item	Action	Who	Deadline
4	Add March & April minutes to the website	BL	31/5/19
4	Send legacy document to BL / PP for circulation to all Partners	NH	31/5/19
7	Draft list of ideas for community plan ready for circulation with documents for next Partnership meeting	NH	18/6/19
8a,b,c	Send grant offer letters	BL	24/5/19
9a,b,c	Invite groups to submit full applications	BL	24/5/19
10b	Advise SH / PP of 8 th June attendance if not already done so.	ALL	24/5/19
13	Consider evaluation and report back at next meeting	NH	26/6/19
14c	Liaise with Angus and book a room for the meeting	NH / PP	30/6/19
14d	Add meeting structures to the agenda for the next Partnership meeting	BL	19/6/19
14e	Add educational group to Community plan	Partnership	31/7/19

Previous actions carried forward.

Item	Action	Who	Deadline
	Severn Dee Travel Expression of Interest	BL	
	Contact Ifton Colliery Band and North Shropshire Music	BL	
	Review evaluation process and forms	BL / NH	
	Re-arrange social prescribing presentation	BL	
	Arrange training for Community buildings	BL	