

## Partnership Meeting Minutes

**Wednesday 24th July 2019**

### Gobowen Playing Field Pavilion

Attendance: Nick Heard (NH), Sylvia Dyke (SMD), Neil Graham (NG), Glenn Pennington (GP), Maggie Rowlands (MR), Polly Smith (PS) Haulwen Nichols, Clare Babbs (CB), Paula Pugh (PP), Catherine Greenfield (CG) and Bridget Laraway (BL)

Attendance (part):

Item No	Item
1.	<p><b>Welcome and Apologies for absence.</b></p> <p>The Chair welcomed everyone to the meeting.</p> <p>Apologies were received from Laurel Roberts, Robert Macey, Sue Heard, Pat McGuinness and David Boyce.</p>
2.	<p><b>Declaration of items for 'any other urgent business'.</b></p> <p>There were two items of AOB:</p> <ul style="list-style-type: none"> <li>• My Money Matters</li> <li>• Approval for IT spending</li> </ul>
3.	<p><b>Declarations of Interest of any item on the agenda</b></p> <p>Sylvia Dyke declared an interest in Item 6(b) – Qube overhead breakdown.</p>
4.	<p><b>Minutes of the meetings held on 26<sup>th</sup> June and 10<sup>th</sup> July 2019</b></p> <p>The minutes of the meetings held on 26<sup>th</sup> June and 10<sup>th</sup> July 2019 were agreed.</p>
5.	<p><b>Chairperson's report</b></p> <p>a) Action taken with Chair's delegated financial responsibility</p> <p>There were none.</p> <p>b) Legacy</p> <p>The Partnership discussed the possibility of setting up a charitable trust or a Charitable Incorporated Organisation (CIO) which could receive grants in the future.</p> <p>Funding for the new My Money Matters contract would be needed by March 2020.</p>

	<p><b>It was agreed that;</b></p> <ul style="list-style-type: none"> <li><b>a) Information on different models of charitable organisation would be circulated to the Partnership.</b></li> <li><b>b) Funding for the new My Money Matters contract to be discussed at the September Partnership meeting.</b></li> </ul>
6.	<p><b>Financial report</b></p> <ul style="list-style-type: none"> <li>a) Spend report BL updated the Partnership on the latest spending figures.</li> <li>b) Qube overhead breakdown The Qube cost recovery information was circulated to the Partnership.</li> </ul> <p><b>It was agreed that;</b></p> <ul style="list-style-type: none"> <li><b>a) All Partners would be invited to a Qube Trustees meeting so that the two groups could get to know one another, possibly in September.</b></li> <li><b>b) SMD and LR to circulate a unit cost per hour breakdown of staff overheads.</b></li> </ul>
7.	<p><b>Partnership and committee meeting structure and schedule</b></p> <p>The Partnership discussed the need for a review of the Terms and Conditions for each group in order to ensure that all areas of the new Community Plan had been considered,</p> <p><b>It was agreed that;</b></p> <ul style="list-style-type: none"> <li><b>a) BL to send the Terms of Reference to each Group Chair to respond to by 30<sup>th</sup> September 2019.</b></li> </ul>
8.	<p><b>Communications Group report</b></p> <p>MR advised the Partnership that the budget for the Roving Reported was no longer required. GP had agreed to take on the role but needed a new microphone.</p> <p><b>It was agreed that; the Partnership delegate to the Chair of the Communications Group to approve spending for a new boomer microphone.</b></p>
9.	<p><b>Community Chest</b></p> <ul style="list-style-type: none"> <li>a) St Martins Community Centre</li> </ul> <p><b>It was agreed that;</b></p> <ul style="list-style-type: none"> <li><b>a) The funding for St Martins Community Centre is approved.</b></li> <li><b>b) Consideration is given to the revision of the current Community Chest application form where the applicant's details are circulated to the Partnership to ensure that GDPR requirements are met.</b></li> </ul>
10.	<p><b>Big Grants</b></p> <ul style="list-style-type: none"> <li>a) Bronygarth Social Committee – the Partnership discussed the application and suggested that the Bronygarth Social Committee is invited to the next Big Try event.</li> </ul> <p><b>It was agreed that the funding be approved and that an invitation to the next Big Try event is included in the Big offer letter.</b></p> <ul style="list-style-type: none"> <li>b) Oswestry Men's Shed – there had been no decision to date by the Showground Committee regarding ongoing tenure.</li> </ul>

	<p>c) Severn Dee Travel - the application for funding had been withdrawn.</p> <p>d) St Martins Community Centre  <b>It was agreed that the update on the progress of the St Martins Community Centre be deferred until September.</b></p>
11.	<p><b>Evaluation Assessments</b></p> <p>a) Hengoed defibrillator  b) Parish roundabout</p> <p>The evaluations of the Hengoed defibrillator and the Parish Roundabout were noted.</p>
12	<p><b>Evaluation to be handed out</b></p> <p>a) Gobowen Central – handed to SMD  b) Village Life Magazine – handed to MR  c) Love 2 Dance – handed to Nick Heard</p>
13	<p><b>AOB</b></p> <p>1) My Money Matters  MR gave an update on My Money Matters. The emergency fund had been used to support a family who had not been aware of where to seek help and support. It had raised a concern that people were not always aware of where to go to get help and advice and from whom. The Adult Social Care first point of contact was the Shropshire County Council website, however unless you knew that it was there difficult to know where to go.</p> <p><b>It was agreed that;</b></p> <p>a) <b>PP and SMD approach Shropshire County Council to see if they have any established message or information they would like published in the 3 parishes village magazines and Messenger.</b></p> <p>b) <b>NH to ask Matt Lynch, Chief Executive Local Trust, to do some research on the influence and difference My Money Matters is making and is added to the agenda of a future Chairs meeting.</b></p> <p>2) IT investment  BL requested £382 in funding to enable a technical upgrade to be made to enable PP, BL and CG to access the Qube IT system when working outside the Qube office.</p> <p><b>It was agreed that the funding be approved.</b></p> <p>The Partnership noted that it was Claire Babbs last meeting and wished to record a vote of thanks for her work and contribution over her time as the Local Trust Rep.</p>

**Next Meeting:** 18<sup>th</sup> September 2019 – AGM and Legacy  
23<sup>rd</sup> October 2019 – Public meeting