

## Partnership Meeting Minutes

Wednesday 28<sup>th</sup> April 2021 7pm

### Zoom meeting

In attendance: Haulwen Nicholas (HN), Sue Heard (SH), Angela Bright (AB), Rob Macey (RB), Steve Davenport (SD), Polly Smith (PS), Sylvia Dyke (SMD), Neil Graham (NG), Maggie Rowlands (MR), Mark Jones (MJ), Sue McGavin (SMcG), Paula Pugh (PP). Catherine Greenfield (CG), Laurel Roberts (LR)

Item No	Item
1.	<p><b>Welcome and Apologies</b></p> <p>HN welcomed everyone to the meeting and <i>A polite reminder that we should all be polite, respectful and courteous in this meeting and that we should be mindful about confidentiality.</i></p> <p>HN informed the meeting that David Boyce had resigned as a member of the Partnership.</p>
2.	<p><b>Declaration of items for any other urgent business</b></p> <p>There were none.</p>
3.	<p><b>Declaration of interest in any item on the agenda</b></p> <p>SMD – Trustee of Qube, voluntary post</p>
4.	<p><b>Minutes of the previous meeting</b></p> <p>It was noted the minutes sent with the documents wasn't the correct one, but the amended minutes were circulated shortly before the meeting.</p> <p><b>Matters arising</b></p> <ul style="list-style-type: none"> <li>• <b>PS – 8a and B Have the statements re funding been released?</b> <i>PP had a press release prepared awaiting approval.</i></li> </ul> <p>The events budget remained at £6,500. The £4k donated to the schools remained under the grants budget.</p> <p><b>The minutes were agreed.</b></p>
5.	<p><b>Chairs Report</b></p> <p>The report had been circulated. Cath would be leaving in mid-May and HN would like to thank her for her everything she has done for the partnership in her time with us. Paula</p>

	<p>would be the only staff member until another staff member had been recruited, Partners were asked therefore that all work be directed through HN.</p> <p>PS was concerned that Karen Williams has been asked by Sarah Gilder to provide information above the quarterly report provided to My Money Matters. SMD agreed that the information was already provided by Karen and this had been due to Sarah Gilder not being familiar with the project. SMD has spoken with Karen and understood the current position as did the CAS and Karen was happy to share this information.</p>
6.	<p><b>Questions about the Financial Report</b></p> <p>The £4k which had been spent on materials for the schools had been moved back to the grants budget as discussed with Helen at the Qube, we can reallocate at another time if we wanted to.</p> <p>The events budget was now showing the original budget of £6,500.</p> <p>Sue McGavin commented that the financial report was well laid out and easy to understand.</p> <p><b>The financial report was noted.</b></p>
7.	<p><b>Events budget discussion – Sue Heard</b></p> <p>SH advised that the Health &amp; Wellbeing group were looking at instead of holding an event at one venue in one village to hold it across the three villages and asking the resources/performers to move between the venues to make it more accessible to all villages. It should be noted that the last events we ran required extra days to be worked by the current staff, so this would need to be taken into consideration. The partnership were in agreement that this was a good idea. GP noted that this hadn't been brought to the partnership for approval, but SH informed him that this would happen once they had more details, but with current restrictions it wasn't possible to plan anything yet.</p> <p>SH was satisfied that the original £6,500 events budget was still available.</p>
8.	<p><b>Any update from 3PBL staff and Qube</b></p> <p>LR advised that the Qube building was now open and services were continuing to operate although some were in smaller groups due to COVID considerations. The Dial a Ride service was now nearly back to pre-lockdown demand and the telephone befriending service continued.</p> <p>Qube were looking at ways of encouraging people out who may've been stuck at home since last March and also at increasing mobility.</p>
9.	<p><b>My Money Matters</b></p> <p>SMD informed the Partnership that the latest report from Karen Williams had been circulated and was available on Slack. Drop in sessions would no longer be taking place, but Karen would continue to come into the villages but on an appointment basis. Telephone appointments had proved to have been very successful and had made the service available to many more people.</p> <p>SMD had circulated a paper to the Partnership regarding the proposed process for winding up of the project by December 2022 and this would need further consideration in the coming months.</p>

10.	<p><b>School Savers update</b></p> <p>Information from Fairshare had been circulated to Partners, however this information had not been available until yesterday.</p> <p><b>It was agreed that School Savers is carried forward to the next meeting.</b></p>
11.	<p><b>New grant applications and / or feedback on recent applications</b></p> <p>The TNS application had come in late in Thursday.</p> <p>AB had asked for an Expression of Interest.</p> <p><b>It was agreed that: a) SH and PS would look at the grant application and discuss it at the next meeting. b) An expression of interest form is sent to AB</b></p>
12	<p><b>Grant evaluations</b></p> <p>Many projects have been delayed due to COVID hence there are no evaluation forms had been received at this time.</p> <p>PS said that £500 had been given to WRVI for a bank/credit project, but no feedback had been received.</p> <p><b>PP would look into the grant to Weston Rhyn Village Institute for £500</b></p>
13	<p><b>Annual review of groups</b></p> <p>HN asked whether the existing groups were the right groups or whether there needed to be any changes.</p> <p>MR suggested that there was no longer a need for a separate Communications Group and a Communications Officer could liaise directly with other groups. It was an unnecessary layer of bureaucracy.</p> <p>PP asked that each group added Communications to their meeting agendas.</p> <p>HN wished to thank all Partners involved in the groups.</p> <p><b>It was agreed that;</b></p> <ul style="list-style-type: none"> <li><b>a) The Communications Group would cease and instead we would have a communications champion and Glenn Pennington agreed to take on this role.</b></li> <li><b>b) PP would make a calendar of her availability available to Partners so that any specific communications releases could be scheduled.</b></li> <li><b>c) All remaining groups would add communications to their agenda and on the Partnership agenda.</b></li> <li><b>d) The 3 Parishes means Business group would remain unchanged.</b></li> <li><b>e) My Money Matters would remain unchanged.</b></li> <li><b>f) Health and Wellbeing group would remain unchanged but MR would remain and NG would join the Health &amp; Wellbeing group.</b></li> <li><b>g) SMC would be willing to help on the Health &amp; wellbeing group</b></li> <li><b>h) School Savers and how it will be managed and monitored will be reviewed after next meeting.</b></li> </ul>

14	<p><b>Future of 3 Parishes Big Local</b></p> <p>The Partnership discussed the options for 3 Parishes Big Local as set out in the presentation by HN that had been circulated and from this the partnership voted on next steps.</p> <p><b>It was agreed that:</b></p> <p><b>a) The Partnership voted for Three Parishes Big Local to end on 31st December 2022, but to broker relationships with other organisations to keep some key initiatives going which include; My money Matters, Be a Better Fish, Gobowen station and helping organisations in the Three Parishes to continue one 3PBL ends, etc.</b></p> <p><i>(NG left the meeting).</i></p>
15	<p><b>Legacy plan – see presentation circulated by HN prior to the meeting</b></p> <p>There were some common legacy themes including;</p> <ul style="list-style-type: none"> <li>• My Money Matters</li> <li>• Be a Better Fish</li> <li>• School Savers.</li> <li>• Gobowen station how to help them going forward including co working space</li> <li>• Playground equipment</li> <li>• Gobowen running track</li> <li>• Etc</li> </ul> <p>The Legacy Plan needs to be in place for Local Trust by September 2021.</p> <p>The Partnership made the following points</p> <ul style="list-style-type: none"> <li>• The youth within the villages should be considered.</li> <li>• A survey of the 3 parishes looking where the gaps were could be undertaken, such as Weston Rhyn Playing Field.</li> <li>• My Money Matters showed compassion for people struggling financially.</li> <li>• The Gobowen Station project would spin off into the surrounding villages and would provide a lasting legacy.</li> <li>• Youth funding was difficult to come by.</li> <li>• Elderly isolation is an issue</li> <li>• Help support and advice could be given to help sustain Gobowen Station.</li> <li>• A conversation could be had with the Parish Councils to identify other possible areas.</li> </ul> <p>The Partnership were in agreement that these areas can be investigated to develop the plan so we can pull this together for Local Trust by September 2021.</p> <p><b>Gobowen station loan repayments</b></p> <p>HN had provided information on the loan repayments we have coming back from Gobowen station.</p> <p>There is funding we can use now and then there is funding we will have coming back to us once 3PBL has closed.</p> <p>Next steps:</p> <ul style="list-style-type: none"> <li>• Identify best place for holding this funding – either with Qube or a similar organisation or a separate bank account.</li> </ul>

	<ul style="list-style-type: none"> <li>• Identify what we want to do with funds we currently have available</li> <li>• Identify how we handle funds after 3PBL closes and where these funds are spent</li> </ul>
16	<p><b>Year 6 underspend</b></p> <p>The year 6 underspend of £31,000 is carried forward to the next meeting.</p>
17	<p><b>New Grants process vote on future proposal</b></p> <p>HN to send out the grants process vote by email with a deadline for responses to Partners.</p>
14	<p><b>AOB</b></p> <p>There was none.</p>
	<p><b>New role recruitment</b></p> <p>CG and PP left the meeting</p>
15	<p><b>Date and time of next Partnership meeting</b> – last Wednesday of the month at 7pm – 26<sup>th</sup> May 2021, 30<sup>th</sup> June 2021, 28<sup>th</sup> July 2021, 25<sup>th</sup> August 2021, 29<sup>th</sup> September 2021, 27<sup>th</sup> October 2021, 24<sup>th</sup> November 2021.</p>