

# Meeting Minutes

<b>Subject:</b>	Partnership Meeting	<b>Facilitator:</b>	Michael Smith
<b>Date:</b>	Wed 5 <sup>th</sup> November 2014	<b>Time:</b>	6.15pm
<b>Location:</b>	Town Hall, Market Warsop		
<b>Attendees:</b>	Bill Badham (BB), Jennifer Cockroft (JC), Andrew Johnson (AJ), Mike Johnson (MJ), Halina Kochanowski (HK), Michael Smith (MS), Lesley Watkins (LW), Stuart Whittle(SW)		
<b>Apologies:</b>	Trevor Hayes (TH), Tania Barlow(TB)		
<b>Non Attendees:</b>	Stuart Moody (SM), Phil Shields (PS)		

## 1 – Previous Minutes

Item	Detail	Action
1.1	<b>Previous minutes</b> – The minutes of the previous meeting were reviewed and accepted as an accurate account of the meeting.	None

## 2 - Agenda

Item	Detail	Action
2.1	<b>Financial Update</b> – The latest figures were not available for circulation. <b>ACTION</b> – LW to obtain from MCVS	LW
2.2	<b>Support Worker</b> – Although meetings had been held MS has not been able to agree the final scope and costs with a provider. A further meeting is scheduled for the 10 <sup>th</sup> December, it is hoped that final agreement will be reached on the Development role. <b>ACTION</b> – MS to push for a resolution on this	MS
2.3	<b>Admin Support</b> – The PC has been approached by MJ with a view to taking this on, MS has supplied the scope document for consideration. The Parish Council have a meeting on the 12 <sup>th</sup> where they will make their decision. <b>ACTION</b> – MJ to liaise with PC and keep MS updated on progress	MJ
2.4	<b>Adult Learning</b> – MJ presented some possible accredited courses. It was agreed that these should be publicised with a focus on people looking to get back into work where the courses would be funded free of charge, those that are in work would get a 50% of the fee subsidised and training required for the benefit of a community group also being free of charge. <b>ACTION</b> – MJ to arrange courses and send details to AJ for publication.	MJ/AJ

2.5	<p><b>CAB</b> – The PC have approached to see if BW would fund training for a CAB Volunteer in Warsop. The group agreed in principle but wanted to understand the final cost and what safeguards were in place to ensure that Warsop had CAB provision once the funding has been granted.</p> <p><b>ACTION</b> – LW to speak with PC and CAB to understand the long term strategy and if any guarantees on the service could be given.</p>	LW
2.6	<p><b>Communications</b> – MS and AJ need to get a communications strategy together, this will be picked up in the new year. In the meantime, more public consultation work needs to be carried out and it was agreed this should be in the form of a questionnaire. MS to put a brief questionnaire together and circulate before next meeting.</p> <p><b>ACTION</b> – MS to setup Survey Monkey and post questionnaire online</p>	MS
2.7	<p><b>Status Document</b> – the group reviewed the current Status document and agreed the Focus for December.</p> <p><b>ACTION</b> – MS to update and Circulate</p>	MS
2.8	<p><b>Horticulture</b> – AJ did not have an update on this and asked LW to pick this up and chase down the allotment holders at Meden Vale.</p> <p><b>ACTION</b> – LW to speak with Allotment Holders and bring an update to January meeting.</p>	LW

### 3 – Matters Arising

Item	Detail	Action
3.1	<b>There were no Matters Arising</b> – No actions	None

### 4 – A.O.B.

Item	Detail	Action
4.1	<b>Christmas Break</b> – MS wished everyone a Merry Christmas, and asked them all to take a well-deserved break!	All