## **Meeting Minutes**



Subject:	Partnership Meeting	Facilitator:	Lesley Watkins
Date:	07 May 2014	Time:	6.15pm
Location:	Town Hall, Market Warsop		
Attendees:	Lesley Watkins (LW), Halina Kochanowski (HK), Andrew Johnson (AJ), Mike Johnson (MJ), Phil Shields (PS), Michael Smith (MS), Bill Badham (BB), Trevor Hayes (TH), Jennifer Cockroft (JC), Helen Whitney (HW)  Helen Whitney is working with Kev Keegan on 'SHINE Nottinghamshire' and is attending the meeting to see how the work of Warsop Youth Club can dovetail		
	with that of BIG Warsop.		

#### **Apologies:**

Tania Barlow, Marion Ellis, Stuart Moody, Stuart Whittle,

#### 1 – Actions from previous minutes

Item	Detail	Action
1.1.1	<b>Donation to Carnival Fund</b> – Cheque for £10,000 was handed over to the Carnival Committee on 8 <sup>th</sup> April 2014.	
1.1.2	Option to purchase agreement between FOWYC & Eastwoods.  – A copy of this document has now been forwarded to BIG Local Trust.	
1.1.3	Aspire Centre/ CRT funding. Halina confirmed that Warsop Youth Club had been successful in their application to the Coalfields Regeneration Trust (CRT)	
1.1.4	<b>Correction.</b> 2.1.4 of the previous minutes stated that AJ would be getting the quotes for the fencing at the Aspire Centre and passing them on to MS, this should have been Trevor Hayes	
1.1.5	<b>NESTA Funding</b> – AJ confirmed that the application to NESTA had been unsuccessful	тн
1.1.6	<b>Omission:</b> 2.1.9 pf the previous minutes should have Phil Shields as the owner of the action to contact MDC re health & safety issues over the supply of fruit and veg to the public.	
1.1.7	<b>W&amp;DN</b> MS confirmed that he was expecting an e-mail from Gemma @ W&D news that evening so that he can link it to the BIG Warsop website	PS
1.1.8	<b>Air Training Corps:</b> Still not confirmed use of Infotech facilities, MJ to chase this up <b>Website</b> MS to refresh the links on the website, and to check that the domain name has not been transferred to BT.	

		MJ
1.1.10	It was noted that if you google BIG Warsop then you do not automatically get our website. MS is working on this with Shebang media, and will also speak to Carol Hill to get the out-of-date BIG Warsop page removed from Warsop web.	MS
	AJ acknowledged the work that MS has put into the website recently	MS
	and encouraged the group to keep posting up-to-date information.	
1.2	Fire Station MS has still had no response to his enquires regarding the future of the Fire Station, and will chase this up again	
		MS

### 2 - Agenda

Item	Detail	Action
2.1	Action Plan Update	
	Michael asked the group to consider where they are with the action plan, by writing down tasks and considering if they were:  Not started/inactive  Active  Task for FOWYC  The group spent some time on this task and then discussed and agreed where current activity should is best placed. Michael to type up the results of this. As a result of this exercise only activities that were active were included in the following update:	MS
2.2	<b>Community Chest:</b> HK confirmed that 10 applications had been received, a number of which were from previous recipients. It was therefore decided that these groups should only receive 50% of the amount applied for and a letter has been sent to this effect. Two bids had been deferred pending further information, and two more bids had not yet been assessed due to problems with the on-line application. A further meeting of the ROLO group therefore needs to be arranged when Phil Lyons returns from leave. HK to do an update for Michael for the website.	НК
2.3	<b>Horticulture:</b> AJ confirmed that he has not had any response from Emily at Meden Vale allotments. Lesley to send updated details for Jo at MV allotments and also a telephone number to Andrew so that he can progress this. AJ to arrange a further meeting of this group and to send a brief update to MS for the website.	LW AJ
2.4	<b>Adult Education &amp; Training</b> : LW explained that Scintilla (part of MCVS) are interested in taking on the work club. They will potentially be sourcing funding for this from Enable. LW to confirm the details and to send an update to MS for the website.	LW

	LW to contact Tania re the cost of BIG Warsop sponsoring an adult learning pull-out in W&D NEWS.	LW
2.5	<b>Carnival:</b> It was decided that those from the BIG Warsop partnership not on the Carnival committee would walk in the parade and give out balloons or other promotional material. Jen & Lesley to look into decorating the 'Royal Family' lorry with BIG Warsop banners etc and to order BIG Warsop balloons.	JC/LW
2.6	<b>Delivery Plan Extension:</b> MS confirmed that the BIG Local Trust are happy with the proposal to extend the delivery plan in line with the AGM. MS to work on a revised plan and submit it to the Trust for approval.	MS
2.7	<b>Finance Update:</b> BIG Local trust have now paid the £15,960 for quarter 3. The balance is now £28,072.42, £2517.23 (underspend) giving a total of £30,589.65. Once TH has supplied Michael with the quotes for the fencing then he will apply to the trust to draw down money from the Training & Com Hub funding to cover this and the insurance and electrical costs which have already been paid out.	TH/MS
2.8	<b>Communications plan</b> — This item was deferred to the next meeting due to time pressures. AJ requested that it is higher up the agenda of the next meeting.	
2.9	<b>Community Volunteer Directory</b> – AJ is collating information in order to set up a directory of interested people, noting their particular skills/expertise. AJ to e-mail round the form that he is working on and the group are to give feedback/comment in the next 2 weeks.	AJ/All
2.10	<b>Report to Big Local Trust</b> – BB confirmed that he would do a summary of his report and send it to MS for inclusion on the website.	BB/AJ

# 4 – Any other Business

Item	Detail	Action
4.1	AJ reminded everyone that there is a Social Media surgery being held at Mansfield CVS on 28 <sup>th</sup> May at 10am, and that he will try to attend.	
4.2	Trevor suggested that BIG Warsop may want to consider taking over Unit 2000 once it is vacated by the Youth Club. The group decided that this is not an appropriate action for the Partnership to consider at this time.	