

Meeting Minutes

Subject:	Partnership Meeting	Facilitator:	Michael Smith
Date:	Wed 13 th January 2016	Time:	6.15pm
Location:	Town Hall, Market Warsop		
Voting Attendees:	Mike Johnson (MJ), Halina Kochanowski (HK), Michael Smith (MS), Andrew Johnson (AJ)		
Non-Voting Attendees:	Lesley Watkins (LW), Bill Badham (BB)		
Apologies:	Trevor Hayes (TH), Phil Shields (PS), Jennifer Cockcroft (JC),		
Non Attendees:	None		

1 – Previous Minutes

Item	Detail	Action
1.1	<p>Previous minutes – The minutes of the previous meeting were reviewed and accepted as an accurate account of the meeting.</p> <p>ACTION – MS to upload on website</p>	MS

2 - Agenda

Item	Detail	Action
2.1	<p>Tim Gibbon (Meden Technology College) Community Bus– Tim is the Support Manager at Meden School, the Finance agreement is in the main complete and the specification finalised. The best option is a Peugeot based on weight 17 seat capacity, price and wheelchair access. The cost is looking like circa £25,000.00 exc VAT.</p> <p>ACTION – Finalise quote and finance agreement to enable transfer of funds and ordering of vehicle.</p>	TG / AJ
2.2	<p>Stakeholder Event – Andrew presented an outline of the format which was accepted by the group. It was suggested that we should be asking how we can help groups achieve there ambitions rather than asking them what they want us to do.</p> <p>ACTION – Andrew to finalise the format and circulate for comment by 21st of January</p>	AJ
2.3	<p>Comms update from Jane Bettany – The website structure has been updated and new content has been added including new stories. Jane is still waiting for SLA's and Work Reports for updating the website, Lesley is to send those over. Warsop and District News section is out of date so it was agreed to remove this section. Jane would like to have some photos of the partnership group for the website, it was agreed to do this at the community stakeholders</p>	MS

	<p>event. The good ideas pot is the Defib project which Jane is going to pick up from Lesley and produce a storey. The community hub report will be produced by the end of the week. A mailchip account has been setup that contains the mail addresses of subscribers.</p> <p>ACTION – MS to meet up with Jane and Bill to progress the work so far.</p>	
2.4	<p>Children and Young People – Lesley has not spoken to anyone from the Children's Centre, hopefully will get chance next week for an update on the funding.</p> <p>ACTION – Lesley to ensure we have a status report to give the Jane by the end of January.</p>	LW
2.5	<p>Community Hub – The centre is in use for the session volunteers with sessions commencing February with a full launch around Easter. An archery club will start to use the centre in February and will be the first paying customer of the centre. The overall spend is about £96k.</p> <p>ACTION – Halina to deliver an update at the next partnership meeting</p>	HK
2.6	<p>Training and Enterprise – MJ is actively looking for new courses and will update at the next meeting.</p> <p>ACTION – MJ</p>	MJ
2.7	<p>Trowel Trades – Lesley has not made contact with Dukries, TH will now pick this up.</p> <p>ACTION – TH to contact Dukries and update at next meeting.</p>	TH
2.8	<p>Horticulture – Rhubarb Farm are not clear on what we wanted or who would lead and as such are not able to support us. Halina has a meeting on the horizon with Sherwood Forest Trust which could potentially result is horticulture / environmental projects at the Hub</p> <p>ACTION – HK to bring update at the next meeting.</p>	HK
2.9	<p>Defib – The leaflet drop across Warsop Vale was completed by AJ and MS, 8 responses came back all suggesting the Pub. MS to pick up with the Pub and electrician and arrange relocation.</p> <p>ACTION – MS to speak with Vale Hotel and electrician, once quote received facilitate date with Sargison Centre and Vale Hotel.</p>	MS
2.10	<p>Plan review – Bill presented a Community Chest – it was agreed that this has worked well but we don't have enough stories. It was agreed that Lesley would pull together pictures to enable Jane to put together stories to be published.</p> <p>Good Ideas Pot – Lesley has an issue in that we have previously funded CAB through the good ideas pot and as yet we have not agreed to fund it going forward if a funding application if other funding is not agreed.</p> <p>Carnival – it was agreed that this was a worthwhile use of funds, both the initial £10k and the second £4K. There was confusion as to if this was ongoing, Lesley to check what was agreed if it was a one off or ongoing.</p> <p>Children and young people – £7k was transferred to the community bus as this was a good fit, the remaining which went to taster sessions at the sports centre, activities at Meden School and the Children's Centre all went well it was the general feeling that we could have done more and did not achieve all that was set out to achieve which was partially down to no partner to help deliver. It was agreed that summer activities at the hub would fall under next years plan and there is a desire to ensure</p> <p>Older Residents – it was felt that not enough contact and reaching out to the</p>	None

	<p>various sheltered accommodation had not gone well and we should have done more. This said the sessions being run by Jigsaw are going well and involve 37 residents which was promising.</p> <p><i>Horticulture</i> – This has been poor, there has not been any progress with Rhubarb farm, Halina is to arrange a meeting with Sherwood Forest Trust to see if the general concept could be morphed to fit with their activities.</p> <p><i>Education and Training</i> – SIA and Defib training were 2 key elements that have both gone well, again we wanted to do more but capacity had prevented. Additionally there were some one off courses that ran that could have covered more topics had funding and resource allowed.</p> <p><i>Trowel Trades</i> – We have</p> <p><i>Training and Enterprise Hub</i> – for next year</p> <p><i>Comms</i> – Was not able to progress this with Meden School, it was subsequently picked up with Jane Betany which has gone well</p> <p><i>Community Engagement</i> – 1 event per year which will be at the Hostess, progress on this was good and looking positive.</p> <p>ACTION – A.</p>	
2.11	<p>Finance Update - £60k still unspent but committed, underspend will be transferred to next plan to support future investment.</p> <p>ACTION – LW to provide update at next meeting from LTO</p>	LW
2.12	<p>Impact Evaluation Decision – At a national level Bw have been selected as 1 of 20 areas to have an impact evaluation</p> <p>ACTION – A</p>	BB
2.13	<p>Warsop and District News – Deadline is imminent, it was decided not to have anything in the February edition.</p> <p>ACTION – A</p>	None

3 – Matters Arising

Item	Detail	Action
3.1	<p>None – There were no matters arising.</p> <p>ACTION – None.</p>	None

4 – A.O.B.

Item	Detail	Action
4.1	<p>Infotech – Christmas lunch well attended by 37</p> <p>Courses for January 24 courses ranging from Spanish to mosaic craft.</p> <p>ACTION – None</p>	None
4.2	<p>Local trust training – running community hubs which Halina is looking to attend along with Maddy</p> <p>ACTION – Halina to attend if possible and update group at next meeting.</p>	HK
4.3	<p>Mansfield CVS – Food for though networking breakfasts, 28th of Jan at Fretwell Centre focus sing on Crime and Community Safety Hub.</p> <p>ACTION – MJ to attend and let group know how it worked.</p>	MJ

5 – Next Meeting

Item	Detail	Action
5.1	Next Partnership Meeting – The next meeting will be @ Warsop Town Hall on Wednesday 10 th February 2016.	None