

Partnership meeting minutes



Subject:	Partnership Meeting	Chair:	Michael Smith
Date:	5 October 2016	Time:	6.15pm
Location:	Town Hall, Market Warsop		
Attendees:	Lesley Watkins, Michael Smith, Mike Johnson, Dalina Brazier, Trevor Hayes, Bill Badham, Maddy Pritchard, Tania Barlow		
Apologies:	Jennifer Cockcroft, Jimi Ball, Graham Goff, Alice Betts		

Welcome and apologies (as above)

2 - Agenda		
Item	Detail	Action
2.1	Minutes of Previous Meeting <ul style="list-style-type: none"> The minutes were accepted as a true record 	
2.2	Partnership Matters <ul style="list-style-type: none"> Signing Partnership Agreement – The document will be circulated prior to the November meeting, in order to give members a chance to read it prior to signing. LW to produce & circulate document E-mail & Drop Box update – MS will sort out the Dropbox access Training & Development Opportunities – BB reminded people of the regional and national visits/development opportunities and encouraged people to take them up. He also confirmed that costs for childcare and travel would be covered. LW was asked to bring info on upcoming events to the next meeting. The following members expressed an interest in the visit to Hasland & Grassmoor on 5/11/16: LW/MS/MJ/AB/GG/TB. Dalina was also interested but would struggle for childcare. LW to confirm the booking and check if childcare is available. MJ to confirm the booking of the Community Mini Bus. Sub groups including through vibrant – It was felt that it was too early to feed back on this issue yet. It was suggested that Maddy, Jimi, Michael S & Lesley meet to discuss the development of the vibrant sub-groups and any remaining gaps that would need to be picked up by the Partnership. Rota for Partnership Elections – Number were drawn by those present: <ul style="list-style-type: none"> Tania – 2 Trevor – 3 Dalina - 2 Maddy – 1 Mike J – 1 Mike S – 3 	 LW MS LW LW MJ MP/JB/ MS/LW

2.3	<p>Proposals update</p> <ul style="list-style-type: none"> • Vibrant – Lesley confirmed that she had meet with Jimi and Halina and was working on the SLA/Payment schedule. The group discussed which budget heading this piece of work should sit under as it would necessitate moving some funding around. It was decided that this would be discussed at the meeting re vibrant sub groups. • Jigsaw - Lesley fed back from the meeting with Jimi and Jigsaw (Alison Clarke & Jane Bradley), and handed out the amended proposal for the groups to consider. The proposal was approved with 1 abstention. It was requested that Lesley work on the SLA with Alison at Jigsaw, and ask her to strengthen the application taking on board the following comments: <ul style="list-style-type: none"> ○ What is their long term approach? ○ How will they measure success, what will it look like? ○ How can the group better understand how effective the project is? • Children & Families – Lesley confirmed that she had met with Rose to clarify the bid in terms of what activities sit under adult learning or children & young people. Lesley to request an update from Rose and look into the invoice. • Operation Champion – Lesley & Mike J fed back from the meeting that had take place at the Meden that morning with LW/MJ/JP, Dan Brown and Tim Gibbon, and explained that Dan (new Community Link) was interested in taking the project forward in Laura's absence. The group were still concerned that the support for this project seemed to be coming from an individual rather than organisationally. The group agreed to honour the original funding agreement. LW to develop a reworked SLA, and ask the School for a feedback report on what has happened to date, and what are the expectations for the next period. 	MP/JP/ MS/LW LW LW LW
2.4	<p>Proposals For consideration: There were no proposals for consideration</p>	
2.5	<p>Purchasing website domain update</p> <ul style="list-style-type: none"> • Michael Smith confirmed that the domain is now available, and he will contact Jane and ensure that it is purchased ASAPt. 	MS
2.6	<p>Finances Lesley confirmed what had been spent/committed to date (£20,757.81), but explained that the committed funding for Vibrant would need to be added to this once the budget heading was agreed. The group agreed to look at complete finance update at the December meeting in order to assess potential areas of underspend.</p>	LW
2.7	<ul style="list-style-type: none"> • Communications Update – No update call was required 	
3 – AOB		
3.1	<p>Meden Vale The Future MS confirmed that he and Mike j had attended the meeting and had put the group in touch with Jane to produce promotional flyers for the Village Hall. The cost of these would be met by BIG Warsop. MS & MJ confirmed that they would be attending the next meeting and AGM on 18th October. LW to forward the papers.</p>	LW
3.2	<p>Infotech – MJ said that 13 courses were now up and running and that 2 had closed due to low numbers. On Friday 14th October, they would be holding a Macmillan Coffee Morning. LW asked Mike for the info electronically so that she could share it on Facebook.</p>	MJ/LW
3.3	<p>Meden Vale The Future Lesley explained that she had been given information regarding an upcoming meeting. The info had been forwarded by Andrew Johnson who was intending to go to the meeting prior to his resignation. Michael Smith, Micheal Johnson & Alice Betts</p>	

	would attend the meeting on behalf of BIG Warsop. Lesley to forward the info and previous minutes.	LW
3.4	ROLO Lesley confirmed that 10 applications exceeding £4k had been received in the latest ROLO round, and asked if anyone else from the group was able to attend the panel meeting at 6pm on 18th October. Tania agreed to attend.	
3.5	Cllr Crawford LW & MJ had attended Cllr Crawford's funeral the previous week, they wished to acknowledge the work that he had undertaken on behalf of the Parish and to extend the condolences of the Partnership to his family and colleagues, and he will be sadly missed.	
3.6	Support for Community Events Maddy would like to explore how we can help to make community events such as the Carnival & Christmas event more sustainable, and suggested that this be put on the agenda for a future meeting	
3.7	Partnership Meetings/Project Delivery Trevor expressed his thoughts about the meetings and progress with the BIG Warsop programme. He said that he found it hard work with little progress to show. The group took Trevor's comments on board and MS reassured Trevor that things would be clearer in the future, and that we need to give time for the work through Vibrant and the associated sub-groups to take off.	
3.8	ROLO/BIG Warsop Partnership MS said that he and Graham Goff had discussed the potential of combining the ROLO meetings with BIG Warsop meetings in order to bring on board new members and increase the skills and knowledge of the group. It was agreed that this needs to be discussed further to see how it would work.	
3.9	2017 Stakeholder Event MS asked the group their thoughts on holding another event at the Hostess in February. The idea of holding such an event annually had been discussed but nothing had been confirmed. The group discussed various options, including combining the event with 'Pride of Warsop Awards'. Maddy asked if the group could see the report from the previous event in order to consider what the outcomes of a further event might be. LW to circulate. In the meantime MS will explore a potential date and costs with the Hostess.	LW
4 – Dates of next meetings: 1st Wednesday of the month: 2 Nov, 7 Dec		