

Partnership Meeting Minutes

Monday 8th January 2018, 7pm at Big Worle Hub

Minutes: Victoria Tucker

Chair: Tony Dolling

Attendees: Keith Bush, Robert Clifton, Angela Dolling, Margaret Livingstone, Lorraine Bush, Alex Crowther, Jenny Howell, Ian Smith, Wendy Bentley, Karen Lumsdale, Neil Willis, Mike Kellaway-Marriot

1. Apologies – Denise Hunt, Richard Sanger-Davies, Robert Cleland, Anne Skinner

2. Minutes & matters arising

Corrections to December minutes

- Section 3 - Charity status.

A final sentence to be added after '...their inaugural meeting. The wording of this should be 'Big Local rep Ian S is speaking with Denise H, Tony D, Neil W and Local Trust to ensure the best 'fit' between the new arrangements and good practice in the Big Local programme.'

- Section 10 - Big Local Update Ian Smith

Regarding the website (and other publicity), at the January meeting, Ian mentioned Local Trust's revised guidance document for Locally Trusted Organisations, highlighting the new requirement around the use of logos for National Lottery / Big Lottery supported programmes, including Big Local. This information was omitted and needs to be added.

Correction needed in the final sentence of the South West Regional Meet Ups that Big Local Partnerships need to pay participants' expenses (individual participants do not need to pay their own).

Matters Arising

- **Becket school outdoor classroom project** dates to be finalised, we are aiming for the first work party to take place in February.
- **Bunnings proposal** – Weston Eagles are looking for funding for their projects in 2018, and Bunnings have offered them a pitch at their Sausage and Sizzle event where community groups and charities run the outdoor BBQ at the store and get the profits for their work. Alex asked if anyone from the Big Worle community could help them at the event. Alex will get a date and let Keith know, and we can then aim to recruit volunteers to help.

- **Charity status** – The first meeting of the new trustees has been set for Friday 19th January. Keith will distribute the agenda when it is set.
- Tamar Rd lighting is now working.
- **Website** – Thank you to everyone who sent feedback about the new website template. Karen is working on implementing the suggestions from the feedback, and will inform Partnership once the website is live.
- **Newsletter** - most of the newsletters have now been delivered.
- **Incredible Edible** - We are still waiting to hear back from Severnside Railway Partnership to hear when the edible planters will be being installed at Worle and Weston Milton train stations.
- **University of the West of England Intern** –Lorraine has looked at placements available in order for us to have a UWE intern. We would need to employ an intern, so this could be done when we have our new payroll system in place. Details of the 2018 scheme are not yet up on the UWE website, but Lorraine will keep an eye out for updates. Ian informed us that Ambition Lawrence Weston have got a UWE intern working with them, so it would be good to link with them to learn from their experience. Neil W told the meeting that Alliance Homes have also had an intern from UWE. His advice is that we need to be really clear about what we want them to do and what they will be able to gain from the experience.

3. Putting Residents First – a local resident contacted us to see if we would be able to find volunteers to help her with dog walking. The resident got a puppy for company, but was struggling to walk it due to her health issues. We put a shout out on our social media channels asking for potential volunteers, and had five positive responses. We have made an introduction to the resident, and now she has a regular volunteer dogwalker from the local area. This is a really positive story of our role in helping the community and bringing neighbours together.

4. Christmas event feedback – The Christmas event at Becket School that we ran in collaboration with the Becket Family Crew was a great success. Our budget was agreed at £1k for the event, and we spent a total of £462:09p. We had a total of 160 children who saw Santa and received a present. 90 leftover chocolate selection boxes were sent to the Foodbank and the Eagles took some to the homeless shelter which were very much appreciated on Christmas Day. Becket Crew raised nearly £500 from the event, which they will put towards a trip for Becket pupils to see the pantomime in Bristol this year. Thanks again to

everyone for their hard work on the day to make this a great family event.

5. Launch of Youth Drop-in session – There will be a weekly drop in session here, and monthly drop in session at Castlebatch being run by the YMCA. The Youth Team are going to be working to tackle issues of antisocial behaviour, and the YMCA are taking on the role of providers of youth provision. The drop-in session is happening from 6pm to 8pm on a Monday evening, and will be starting on the 22nd of Jan.

6. Lease for Hub – The lease has been received, we are awaiting answers to a couple of outstanding questions. The lease will be ready to sign once these questions have been answered.

7. PRS review form – A discussion was held as to whether we needed to renew our PRS licence in order to play recorded music (radio, CD's etc) at the Hub, in light of the fact that we no longer have the seated chair based exercise session to music. With the YMCA soon to be running youth sessions from the Hub, it was felt that it would be a good idea to get the licence in case they wanted to play music. Also, if we have the licence we are covered so avoid any potential fines for instance if other groups hiring the hub were to play music.

ACTION – Keith to look into costs for the licence.

8. Review of Big Worle Plan – Our Big Worle plan needs reviewing, and we are seeking ideas on the best way of doing this. Ian told us that the Lawrence Weston team had a 'local away day' to review the plan in a day, and this could be one way of doing things. Ian will also put ideas for different formats in an email and send this to Denise.

The review needs to be completed and with Big Local Trust by June 2019. We need to look at our eight priorities and focus on whether they are still priority areas. Is there anything else we need to focus on, or do any of the eight priorities require greater focus than others? Lorraine asked if we are seeking feedback from and checking with the local community? Keith highlighted that we also need to engage with our key partners. A discussion was held around how we can better engage with residents from Tamar Court. Neil will ask Paula to see if people can Big Worle can come over to Tamar to let residents know what is on offer at the Hub. The Alliance Community Engagement Team are trying to set up a formal residents' association in Tamar, which could improve communications and engagement with Big Worle.

We will continue to focus on the best way to complete the plan review.

9. 2018 Priorities – A discussion was held around what our priorities for 2018 should be. It was agreed that many of the ideas around priorities will be informed by completing our review. The Becket school outdoor classroom project obviously will be our big focus this year. Wendy is prepared to give another Craft Fayre one more go, and it was suggested that we could possibly hold it in the atrium at Tamar Court. It was suggested that the Credit Union could have a presence at the Hub? Keith is looking into having a referral agency for the Foodbank based here. It was also suggested that we could have advice sessions here for helping with Universal Credit applications, and to have money management workshops/advice. We need to look into creating relationships with the agencies who could provide these services.

10. Proposed change of Partnership Meeting day – Because the YMCA will be running drop in sessions from the Hub on Monday evenings, it was agreed that we will now have the Partnership Meeting on the 1st Tuesday of the month instead of the first Monday.

11. Big Local update Ian Smith

Ian noted that he has been our rep here at Big Worle now for a year, and thanked us for our support. He also gave thanks to everyone for the work that was completed for the Partnership review, this has all now been submitted to Big Local.

- Ian highlighted an opportunity to do a visit with other Big Local areas in the South West, in Exeter on Saturday 3rd February 2018, 10:30am for an 11am start, finishing at 4pm. The cost to attend is £20pp and £10 for lunch/refreshments, plus travel costs. 'Hot topics' which have been identified as being important to various areas will be discussed, including issues around ownership of assets, Big Local legacy and accountability to your community. There will also be an opportunity to discuss our own topics. This will be an informal session with workshops, and four Big Local reps including Ian will be present. We need to let Ian know by 18th Jan if people wish to attend.
- There is currently lots happening at Big Worle concerning the workers, CIO and lease. Ian has been seeking support from Local Trust on these matters who are being helpful, and is offering support and feedback to the management team.
- Our PAYE registration with HMRC is complete, Keith and Tony are meeting with an accountant re: pensions etc. We will also need to build

up a pot of money for provision in case of severance pay etc being needed.

12. AOB

- Karen B has been promoting the Facebook page, and we have had 65 new people like the page in the first 4 days of January. In comparison, it took 6 months to gain the same number of 'likes' from January 2016, and 2 months from Jan 2017. We now have over 500 'likes' on the page, so a potential large audience.
- Spacehive Crowdfunder Launch – Lorraine informed us that North Somerset Council is launching a dedicated North Somerset Crowdfunding movement on Spacehive - the UK's specialist crowdfunding provider for places and communities. This crowdfunding concept brings together local businesses, the community and the council to raise funds for projects that make local places better and support the local economy. The Council will also be looking to financially support projects which meet set local criteria. Representatives from Big Worle will be attending to find out more.
- Karen L raised whether the area boundary definition will be included in the priorities and plan review.
- Alex extended thanks from the Weston Eagles for all the support Big Worle gave in 2017. The Eagles will be focusing on helping to tackle homelessness in 2018, and have secured funding for their activities. Alex asked whether Big Worle could hold this money in our bank account, and this was agreed. He also told us that the Eagles have launched their new website, have a look at <https://westoneagles.org.uk/>

The meeting was closed at 19:54pm.

Next meeting will take place on Tuesday 6th February 2018.

I confirm that these minutes are a true record of the meeting held on Monday 8th January 2018.

Signed.....Chair/Vice Chair