



Minutes of Partnership Meeting

Tuesday 5th June 2018 at Big Worle Hub

Chair: Denise Hunt

Minutes: Victoria Tucker

Attendees: Keith Bush, Lorraine Bush, Tony Dolling, Angela Dolling, Bob Clifton, Richard Sanger-Davies, Margaret Livingstone, Malcolm Brown, Mike Kellaway-Marriot, Ian Smith, Jenny Howell, Robert Cleland, Fiona Cope.

1. Apologies

Wendy Bentley, Karen Lumsdale, Anne Skinner and Alex/Kayleigh.

Fiona from CAB introduced herself to the Partnership.

2. Previous Minutes

Amendments to previous Minutes. Apologies from Malcom and Mike Kellaway-Marriot need to be added. Page 1 – spelling correction to Bridgwater and Page 4 in Ian's Update it should read NCVO.

Matters Arising

Mike asked if Karen's HR company had been discussed and it was clarified that it had been at a previous meeting.

Tony raised the issue of furniture page 2, item 8. Keith explained its on his list but due to an increasing number of projects and associated work he'd not had time to shop!

3. Citizens Advice Feedback and Credit Union Training

Fiona explained that Big Worle have only had two CAB Outreach sessions so far and she is delighted with the response with four clients already. Tony French started as a volunteer and has been on payroll for over two years and used to run Yatton Outreach. He's also a member of 1st Steps team. Looking to build the service and if there is enough of a demand, may change our fortnightly sessions to weekly.

Fiona explained that most of CABs work is related to debt and benefits and then after that housing and family. The Big Worle area was on their radar so pleased to be working with us.

Denise thanked Fiona for her work and the Partnership felt it could have a major impact on the area.



Ian felt that the local insight profiling tool maybe of use to Fiona.

Keith has shared our success with Big Local.

One more week of training for the Credit Union then both Vicki and our volunteers will be able to assist anyone who walks into the Hub.

Fiona made her apologies and left the meeting.

4. Big Worle Plan and Action points from Audit Group

Denise reported back on the Audit Group Meeting held 10th May which looked at the budget for the next 6 months. Tony is concerned regarding our draw down of funds. Need to speak to Alliance. Keith is meeting new contact on 26th June. Denise will email Julian Paine (Head of Operations) and Katrina Michael (Chief Finance Officer) and copy Keith in to chase the 40K.

The Audit Group Minutes highlighted our utilities have now been transferred to Big Worle from Alliance, the update regarding cost centres and the details regarding the Polling Station at the Hub in 2019.

At the second meeting we looked at the Review of Big Worle. Facebook has proved hugely popular so far in terms of consultation. Denise reminded all to opt in for GDPR to ensure continued communication from us. Keith will look into the possibility of buying a new more efficient shredder in light of GDPR.

Denise pointed out we have made substantial progress over the last three years but felt it was time we tweaked our priorities. Denise read out the revised wording to the group for feedback/discussion. All felt point 6 should read "tackle social isolation and promote inclusion". Anne felt we should also include Carers in point 6 too.

Denise felt we now need to capture evidence to prove all the work we have completed.

5. Open Day 15th September

Denise explained we need to re-engage with the local community to find out if we are doing the right things! We want to arrange a fun day using our new BBQ to consult with people. Keith suggested getting the local children from Beckett School involved too with the possibility of putting on a play. Vicki's recent Facebook post has proved useful engaging with the local community to find out what they want. Had numerous responses, and as a result, new members for the Craft Club and offers of help/potential new volunteers. Vicki will now send out a monthly post reminding people about our Partnership Meetings to attract further volunteers.

Councillor Cleland asked what we are doing regarding engaging with multicultural members of the community. Denise explained that we are inclusive for everyone in the Big Worle area.

We will also have a stand at Castle Batch Summer event on 27th July.

Ian thinks that our plan runs until 2019 but will confirm exact dates after looking back at his notes. He felt we were due a review around now and explained the



Local Trust will send a reminder for us to submit our new plan and review together. He advised to hold off on revising our priorities just yet as it may trigger a new plan too soon. Ian would very much like to attend our September event.

6. Summer Playscheme

Keith was happy to report that all the arrangements are now in place. It will run two mornings a week (replacing the term time only drop in Community Café) so each Tuesday and Friday. Keith has met with the school chef from Mendip Green who has agreed to cook the breakfasts and prepare the sandwiches in exchange for being able to use the Hub to give healthy eating demonstrations in the future. He will also provide a dedicated cooker.

The YMCA are providing three playworkers, one of whom will be Ali who runs the existing Youth Group on a Monday evening. They are being paid £10.00 an hour so all the costings fall within our budget. The playworkers will switch between the Hub and the playing fields of Beckett School. We will need to pay for porta loos. The Chef also has contacts to possibly obtain near end-of-date food free of charge. There will be places for 16-20 children of primary school age that live in the Worle area only. The YMCA would like to roll this scheme out in other areas of the country too if it's a success. Denise thanked Keith for all this hard work with this project.

Anne is going to investigate the possibility of buying an under the counter freezer for £50.00. It could be stored in the garage.

7. Wider Engagement

It was felt this agenda item had already been addressed earlier in the meeting.

8. Planters Plants due 12/06/18

Plants arrive next Tuesday. Keith is on Leave from 15th so we will get done as much as we can before. Bob offered to assist in watering the plants. Keith will speak with Ali to ask if the Youth Group would like to plant up the planters closest to the Hub. The plants are red white and blue to reflect the Royal Air Force Anniversary theme.

9. Newsletter

Please submit any photographs/copy (around 300 words) to Vicki asap.

10. Running Group

This new group is proving very successful. 15 runners took part tonight. It is aimed at beginners looking to complete 0-5k over the 9-week course. Over 99 percent of the runners have Big Worle postcodes. Keith is looking to put together a goodly bag for all runners who complete the course. Vicki will send the Mercury a short update on the club plus new photographs.



11 .Update from Ian Smith

Major Developments -

- Neil Willis leaving Alliance Homes and revised arrangements regarding Alliance Homes as Worle Big Local's Locally Trusted Organisation (LTO): A meeting between Neil W, Denise H, Tony D and Ian S had taken place in Worle on May 10th. This had been followed by a reassuring e-mail from Neil on 15th May regarding the support stance of Alliance Homes' Chief Operating Officer and emerging transition arrangements.
- E-mail correspondence had taken place on and around 15th May involving Local Trust, Ian and the Worle Big Local and Big Worle CIO leadership team encompassing: the relationship between the Worle Big Local partnership and Big Worle CIO; the practicalities of Big Worle CIO progressively taking on the Locally Trusted Organisation (LTO) role; and managing the inevitable conflicts of interest and loyalty arising from this to best effect. Discussion took place around the advisability or not of sharing officers and how Big Worle's geographical and operational footprint is much larger than the Worle Big Local area.
- The Extraordinary General Meeting covering Finance / Funding / the LTO had taken place on 15th May
- E-Mail correspondence regarding the spend report had taken place between Alliance Homes and Local Trust on 31st May

Information e-mails sent by Ian to the Worle Big Local team -

- Regarding the Illegal Money Lending Team re Loan Sharks - 1st May
- Regarding the Big Local south west regional cluster event - 8th May

New items announced at this meeting -

- The Big Local partnership member survey currently underway has a hard copy option for partnership members who prefer this to responding electronically. The forms and pre-paid envelopes for them are available here and will be left with the Big Worle Hub team.
- The date of the Big Local south west regional cluster event has been agreed at Saturday 6th October and will take place at the previous venue in Exeter.
- Arrangements are advancing around the major Big Local Connects event in London on 29th & 30th June. Worle's participation in this would be valuable.

12. AOB

- 6th October South West Cluster Meeting
- National Partnership Survey
- Connects end of the month in London

The meeting was closed at 20:50. Next meeting will take place on Tuesday 3rd July 2018.

I confirm that these minutes are a true record of the meeting held on Tuesday 5th June 2018.

Signed.....Chair/Vice Chair

