



WEM PARTNERSHIP MEETING MINUTES: 8th August 2022

Draft Minutes	Date: 08/08/22 6pm-8pm
Chaired by: Chris Price Minuted by Johnny Bean (Secretary)	Location: The Venue, Sandylands School/Zoom (Hybrid)

Present and Apologies			
Partnership Members	Present	Apologies	Absent
Glen Duckett		✓	
Kat Hilton		✓	
Yak Patel (LTO)	✓ (zoom)		
Chris Price (Chair)	✓		
Lee Reeve			✓
Jayne Safari	✓		
Dan Spencer		✓	
Natalie Thomas		✓	
Workers/Big Local	Present		Not Present
Johnny Bean (Secretary)	✓ (zoom)		
Louise Bryning (Press Officer)		✓	
Sian Jay (Big Local rep)	✓ (zoom)		
Joe Robinson (Community Development Worker)	✓ (zoom)		
Guests	Present		Not Present
David France (for item 2)	✓ (zoom)		

Apologies/Welcome & introduction from the Chair

Discussion: The secretary gave the apologies received from those not present, and The Chair welcomed everyone to the meeting.

Item 1.0: Minutes of the Last Meeting/Outstanding Actions/Matters Arising

Discussion: The Minutes of the Last Meeting were reviewed.

Decisions: It was agreed that the minutes should be reviewed and agreed via email.

Action: The Secretary to re-circulate the July draft minutes for review and agreement.

Discussion: The Outstanding Actions were reviewed: Action 5: The Secretary to arrange a single item agenda meeting for w/c September 5th – **the meeting has been set for Thursday Sept 8th at 6pm.** The Secretary to confirm if Claire will be present or joining via zoom. Action 9 is still outstanding: The Secretary to begin use of project scoping document template for all current projects. Action 11 is still outstanding: The Development Worker to produce an executive summary of the action plan. Action 12: The Big Local Rep spoke to Linda re invoice received, and it was agreed to pay 50% now and 50% on completion. Revised

invoice has been received and passed to the LTO. Action 13: Big Local Connects. It was formally agreed that Chris Price, Yak Patel and 1 other would attend.

Item 2.0: Food Wraparound Project (with David France)

Discussion: An outline document was previously discussed (July Meeting) and an additional document was circulated prior to this meeting. The Development Worker, summarised both and then David gave a presentation on the 2 projects proposed: Project 1: Member and volunteer engagement. Project 2: One2One support. A discussion followed around the potential outcomes and outputs.

Decisions: Partnership members to be given 1 week (till Tues 16th Aug) to review, comment on the proposals. The interests of the Chair (as both an Eggcup volunteer and service user) and The Secretary (A service user) were noted for the record.

Action: The Secretary to re-circulate the 2 Food Wraparound documents for review and comment by 16/8/22.

Item 3.0: Housing

Discussion: Following the meeting in May, it was agreed a tenants group was needed to build collective voice for tenants in the West End. Stanley's, Eggcup and Sandylands School were key organisations in the discussion. The Chair gave an update, looking at how to use the three organisations to get things moving. A proposal has been put to Robyn at Stanley's. A brief discussion took place.

Decisions: An outline document to be put together for Sept/Oct for the partnership to review.

Action: The Chair to share the Stanley's tenants group proposal with the partnership.

Action: Yak to share contact details of Jenny (Chair of Ryelands Residents Association) with the Chair.

Item 4.0: Staff Pay Review

Discussion: The Development Worker and The Secretary left the meeting for this discussion.

Decisions:

Action:

Item 5.0: Big Local New Process of Support

Discussion: The Big Local Rep gave an overview of the 3 changes being made by Local Trust to the support it will provide to Big Locals in the final years of the project. 1. The role of reps will no longer exist. Some will remain employed as Big Local Advisers. So, going forward any support required by partnerships will be specific and advisers with skills appointed. 2. New role of Area Coordinator being created to do the admin type jobs required for a region. Area Coordinators will be first point of contact if we require support. Our NW Area Coordinator will be "Anna". 3. Local Trust will be providing support via "Make It Happen" plan. Make it Happen is accessible [via the Local Trust Website](#) and Workplace. New and existing support will be grouped around five key support needs, with relevant topics to explore within each one:

1. **Power-up Your Partnership:** Skills and capacity boosting support on topics such as fundraising, money, leadership, planning and assets.
2. **Connect & Influence:** Growing networks and influence, support for things like community engagement, recruiting volunteers and Big Local networks.
3. **Find Your Voice:** Telling your story and growing audience. Support on topics like communications, campaigning and advocating.
4. **Get Inclusive:** Working with diverse groups of local people, Support for things like equality, diversity, young people, loneliness, digital inclusion and food.
5. **Focus on the Future:** help to create lasting change long into the future on topics like assets, legal bodies and climate.

Decisions: Please check out the [Local Trust website](#) to learn more about the changes.

Action:

Item 6.0: Regent St/Yorkshire St

Discussion: The Development Worker gave a brief update. The Council have made some progress in ascertaining ownership of the site.

Decisions:

Action: The Development worker to prepare a written report on the corner plot of land for the next meeting.

Item 7.0: Centenary House

Discussion: The Good Things Collective acknowledged our decision but did not request a follow up meeting to discuss it further.

Decisions:

Action:

Item 8.0: Morecambe Vision Advisory Group

Discussion: The Chair reported that he currently attends the monthly Morecambe Vision Advisory Group meetings which are focussed on Morecambe-wide matters not just the West End. They are also attended by Morecambe BID, Morecambe Town Council, Morecambe FC, Morecambe Sparkle and others. A report on Frontierland should be out now.

Decisions:

Action: The Chair to share the City Council Frontierland report.

Item 9.0: Creative West End

Discussion: Chris has agreed to formally represent WEM on the Creative West End.

Decisions: We will expect CWE communications with WEM to be formal and not ad hoc.

Action:

Item 10.0: Stanley's

Discussion: Claire is continuing with research, investigations and interviews and we will have an update meeting on Thursday Sept 8th 6pm with Claire.

Decisions:

Action:

Item 11.0: Scoping Forms

Discussion:

Decisions: The Secretary to begin trial use of the scoping forms to track current projects.

Action:

AOB

- There was no AOB

Next Meetings:

- Thursday 8th Sept, 6pm (Single item meeting with Claire Hodgson re Stanley's project)
- Monday 12th Sept, 6pm-8pm
- Monday 10th Oct, 6pm-8pm

Summary of Actions:

- 1 The Secretary to re-circulate the July draft minutes for review and agreement.
- 2 The Secretary to confirm if Claire H will be present on 8th Sept or joining via zoom.
- 3 The Secretary to begin use of project scoping document template for all current projects.
- 4 The Development Worker to produce an executive summary of the action plan.
- 5 The Secretary to re-circulate the 2 Food Wraparound documents for review and comment by 16/8/22.
- 6 The Chair to share the Stanley's Tenants group proposal with the partnership.
- 7 Yak to share contact details of Jenny (Chair of Ryelands Residents Association) with the Chair.
- 8 The Development worker to prepare a written report on the corner plot of land for the next meeting.
- 9 The Chair to share the City Council Frontierland report.