



<b>Draft Minutes</b>	<b>Date:</b> 10/03/21, 6pm-8pm
<b>Chaired by: Chris Price</b> Minuted by Johnny Bean (Secretary)	<b>Location:</b> Zoom

<b>Present and Apologies</b>		
<b>Members</b>	<b>Present</b>	<b>Apologies</b>
Chris Price (Chair)	✓	
Natalie Thomas	✓	
Dan Spencer	✓	
Kat Hilton	✓	
Lee Reevell		✓
<b>Others present</b>	<b>Present</b>	<b>Apologies</b>
Johnny Bean (Secretary)	✓	
Sian Jay (Big Local rep)	✓	
Joe Robinson (Community Development Worker)	✓	
Yak Patel (LTO)	✓	
Glen Duckett (Observer)	✓	
Carolyn Downs (Observer)	✓	
Philip Blundell (Observer)	✓	

**Agenda:**

1. Welcome and introductions from The Chair
2. Apologies
3. Review of the minutes of the last meeting
4. Eggcup project applications
5. Mental Health Project update
6. Niamh's update on the Coop building project
7. AOB

<b>Item 1.0: Welcome &amp; Introduction from the Chair</b>
<b>Discussion:</b> The Chair welcomed everyone to the meeting. Including the three observers invited as a part of the current recruitment process.
<b>Item 2.0: Apologies</b>
<b>Discussion:</b> The secretary gave apologies from Lee.

<b>Item 3.0: Minutes of the Last Meetings/Outstanding Actions/Matters Arising</b>
<b>Discussion:</b> The secretary circulated the minutes of the Nov 2020 and Feb 2021 meetings prior to the meeting for discussion and approval.
<b>Discussion:</b> Actions Outstanding. The o/s actions were reviewed.
<b>Discussion:</b> Matters Arising. There were no matters arising.
<b>Decision:</b> The Secretary to hold till Monday 15 <sup>th</sup> March for any comments and mark as approved if none received.
<b>Action:</b> The Secretary to review any feedback on the minutes and approve or amend as required. DONE
<b>Item 4.0: Project Update - Eggcup</b>
<b>Discussion:</b> The Development Worker went through the project application from Eggcup and gave an overview of the pertinent points. The Eggcup shop is now open in the West End (having taken over an empty unit Albert Road), and seems to be going well. It started with 100 existing members, and has added another 120 to its membership. The application shows they require 340 members to reach break even point. A short discussion took place.
<b>Decision:</b> The decision to approve the project was carried with a proviso to take on board question about detail on sustainability.
<b>Action:</b> The Development Worker will follow up with Eggcup and project can now go to LDCVS for processing of quarterly payments.
<b>Item 5.0: Project Update – Mental Health</b>
<b>Discussion:</b> The Development Worker gave an update on the project to date, the partnership reviewed the project outline document and a lengthy discussion took place.
<b>Decisions:</b> a) approval was given for the project to move to developing a job description from Bay Medical Group (BMG). b) approval given to proceed with working up a costed proposal. c) approval given to proceed discussions with key partners to develop a more detailed project outline.
<b>Action:</b> The Development Worker to discuss creation of a job description with BMG.
<b>Action:</b> The Development Worker to invite Kat from local CBT organisation to talk to the partnership and bring some costs to the discussion.
<b>Action:</b> The Development Worker to put feelers out for any more ideas to bring to the project.
<b>Item 6.0: Project Update – Coop Building</b>
<b>Discussion:</b> The meeting ran out of time to discuss the item.
<b>Decision:</b> Carry forward to next agenda.
<b>Action:</b> The Secretary to re-circulate Niamh's update to the partnership via email, and move item to the top of April's agenda.
<b>Item 7.0: AOB</b>
There was no other business.

**Next Meetings:**

- Monday 12<sup>th</sup> April, 6pm-8pm via Zoom
  - Monday 10<sup>th</sup> May, 6pm-8pm via Zoom
  - Monday 14<sup>th</sup> June, 6pm-8pm via Zoom
  - Monday 12<sup>th</sup> July, 6pm-8pm via Zoom
  - Monday 9<sup>th</sup> Aug, 6pm-8pm via Zoom
  - Monday 13<sup>th</sup> Sept, 6pm-8pm via Zoom
  - Monday 11<sup>th</sup> Oct, 6pm-8pm via Zoom
  - Monday 8<sup>th</sup> Nov, 6pm-8pm via Zoom
  - Monday 13<sup>th</sup> Dec, 6pm-8pm via Zoom
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**Summary of Actions:**

1. Sian to follow up with Stanley's on the £3k support agreed (outstanding from Feb 2021 meeting)
2. The Development Worker and Chris Greenwood to write up the mental health worker proposal outline document to take to the partnership.
3. The Secretary to review any feedback on the minutes and approve or amend as required. DONE.
4. The Development Worker to discuss setting quarterly KPI's to be met for release of the money from WEM in quarterly payments.
5. The Development Worker to discuss creation of a job description with BMG.
6. The Development Worker to invite Kat from local CBT organisation to talk to the partnership and bring some costs to the discussion.
7. The Development Worker to put feelers out for any more ideas to bring to the project.
8. The Development Worker to clarify how BMG ensure the social prescriber will be used in the West End alone.
9. The Secretary to re-circulate Niamh's update to the partnership via email, and move item to the top of April's agenda.