



# PARTNERSHIP MEETING 12/06/23

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At The **Venue, Balmoral Rd**, Morecambe / Via Zoom / 6 PM

## **Item 1. PRESENT, APOLOGIES & WELCOMES**

**Present:** Chris Price (Chair), Viv Brunsdon, Yvon Appleby, Janette Edwards (arrived part way), Johnny Bean (Secretary), Joe Robinson (Development Worker), Sian Jay (Big Local).

**Apologies:** The Secretary gave the apologies from: Kat Jaxon, Glen Duckett, Jayne Safari, Yak Patel (LTO Rep).

**Welcome:** The Chair welcomed everyone to the meeting, and The Secretary noted that we were not quorate for decisions.

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## **Item 2. MOLM/MATTERS ARISING NOT ON THE AGENDA**

**Discussion:** The MOLM were circulated prior to the meeting.

**Decision:** It was agreed to re-circulate the minutes and agree them via email. The MOLM should aim to be circulated 5 working days before the partnership meeting.

**Action:** The Secretary to re-circulate the minutes for agreement.

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## **Item 3. REMINDER ON CONFLICTING INTERESTS**

**Discussion:** The Chair gave a reminder that if the agenda under discussion includes any item/s which might involve a conflict of interest for a member, they should be made clear at the top of the meeting, and evidenced as such within the minutes.

**Decision:** The Chair has written to all members with the same reminder. The Secretary will add "Any Conflicts of Interest" as a standing agenda item before any discussion items.

### **Conflicts of Interest:**

- a) In relation to item 4 on the agenda, Viv noted that she is a user of Enable, and is a friend of Janette Edwards.
- b) The other members all know Janette Edwards as she is a member of the WEM partnership.
- c) Janette Edwards declared an interest in Item 4 of the agenda as she is a Director of Enable and an applicant for the mental health commission in her own name also. As such Janette did not join the meeting until the agenda item had finished discussion, and has had no involvement in the application process. Our LTO has had oversight of this and are happy to confirm there are no issues.

- d) Janette Edwards and Viv Brunsdon noted potential conflicts of interest re item 5, as JE works at Stanley's and VB is a user there. The Chair ruled that there was no COI as this was a brief update item only.
- e) Re Item 5.2, Sian Jay reminded everyone that she was on the board of Groundwork, and whilst not a conflict, she was well placed to assist if needed.

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#### **Item 4. MENTAL HEALTH COMMISSION FOLLOW UP**

**Discussion:** The Development Worker has spoken to both of the preferred commission applicants, and shared 2 documents prior to the meeting with all pertinent points.

**Decision:** The documents need sending again as some members reported not having received them. Members to read through and feed back any comments.

**Action:** The Secretary to investigate for any email technical issue and re-send the documents asap.

**Discussion:** The Development Worker has revisited the smaller ideas application that members had shown interest in, and is in discussions with them. He may invite them in to talk with members at a future meeting.

**Decision:** It was noted that some applicants may sometimes need assistance with writing applications, and whilst this was fine, in fact it is a part of our remit to offer support, this should be noted within the Conflicts of Interest agenda item for clarity and openness, and anyone providing such help should take no further part in its discussion.

**Discussion:** The Development Worker noted the process used for responding to applications on the decisions made. One complaint was received, which was referred to The Chair and has now been responded to.

**Decision:** If taken further, the complaint will be referred to the Local Trust complaints procedure.

**Action:** The Development Worker to put together an article defining the key differences between Mental Health and well-Being for the next Newsletter.

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#### **Item 5. PROJECT UPDATES**

**N.B.** Janette joined the meeting at this point

**Discussion:**

5.1 **Stanley's:** Lots of activity since last update. The full report is imminent. LTO agrees all risk factors raised can be resolved. Includes up to date and robust business plan. The Development Worker will meet shortly to clarify final points with Robyn Thomas (Stanleys), David Foulds and Yak Patel. 2 new trustees have recently joined the board at Stanley's, expected to be great additions.

5.2 **Children's Environmental Project:** Good progress being made by Groundworks, who are taking it on as a project. Project report from Groundworks expected soon, outlining how the £30k will be spent, as well as some other potential

funding. Yvon will be attached to the project to ensure the design will be child-led. The development Worker is having a catch up next week to ask if the production of the report will be the end of groundwork's involvement? Project needs to move fast to involve children before the summer holidays.

5.3 **Housing:** A survey of West End landlords is being carried out by Lancaster City Council. The Chair is planning to talk to Caroline Jackson, newly appointed cabinet member with responsibility for housing.

5.4 **Family Mentoring/Support:** Project has not yet moved on from its original scoping, but David French will be taking some time out from Egg Cup shortly to devote some time to continuing the project.

5.5 **Project X:** LCC are still investigating ownership. More discussion needed to advance things. Groundworks are likely to be involved also. Small steering group to be set up.

5.6 **Community Network & Unity Projects:** Initial conversations have taken place with Yak and David Foulds, but nothing further. Project needs a solid definition. A potential legacy project. Schedule for lengthier discussion at future meeting.

5.7 **West End Online:** Chair and Secretary to meet shortly to discuss next steps.

5.8 **West End HEAT:** We will invite the HEAT worker to the July partnership meeting to give an update.

5.9 **Food Wraparound:** Generally progressing well. David Foulds will attend a future meeting to give an update.

5.10 **Frontierland/Horizon initiatives:** Potential to hold a core community event next year.

5.11 **Overall Progress of Action Plan:** Going well generally. Over 55% of budgeted spend is now committed.

**Decision:** Need to plan a future meeting to look at all the deadline dates for committing spend.

**Action:** The Development Worker to invite the HEAT worker to the July meeting.

**Action:** The Secretary to resend the budget document out to all partnership members.

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## **Item 6. GENERAL ONGOING BUDGET**

**Discussion:** No discussion.

**Decision:** Review at next month's meeting.

**Action:** The Secretary to add budget and review of dates to the July meeting agenda.

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### **Item 7. BIG LOCAL SUPPORT**

**Discussion:** Our Area Support coordinator Anna, has left the job, Sian Jay is acting as an adviser in the intervening period. Local Trust have reviewed how to continue support for WEM and David Bouseval to be attached to us shortly as a more hands-on area coordinator. It will be for WEM to decide where best to utilise him. David's role has not yet been formally defined.

**Decision:** Need to confirm with Local trust if Anna is being replaced or not? Invite DB to the next partnership meeting.

**Action:** The Chair to invite David Bouseval to the next meeting to find out what he can offer and how best can be used.

**Action:** The Secretary to add Adviser support role discussion to the next agenda.

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### **Item 8. MISCELLANEOUS**

**Discussion:** No discussion

**Decision:** Add to next meeting agenda

**Action:** The Secretary to add "precursor to some event activity" and "Newsletter" to the next agenda.

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### **Item 9. AOB**

**Discussion:** There were no AOB's.

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### **DATE OF THE NEXT MEETING**

10/07/23 Venue TBC

## **SUMMARY OF ACTIONS:**

1. The Secretary to re-circulate the minutes for agreement.
2. The Secretary to investigate for any email technical issue and re-send the documents asap.
3. The Development Worker to put together an article defining the key differences between Mental Health and well-Being for the next Newsletter.
4. The Development Worker to invite the HEAT worker to the July meeting.
5. The Secretary to resend the budget document out to all partnership members.
6. The Secretary to add budget and review of dates to the July meeting agenda.
7. The Chair to invite David Bouseval to the next meeting to find out what he can offer and how best can be used.
8. The Secretary to add Adviser support role discussion to the next agenda.
9. The Secretary to add "precursor to some event activity" and "Newsletter" to the next agenda.