

West End Million Partnership Meeting Minutes 13th February 2017

7pm Monday 13th February 2017, St. Barnabas Centre

Present: Gill Taylor (facilitator),

Mike Barr, Liz Engelke, Steve Coghlan, Andrew Galland, Tom Marshall, Joanne Corless, Judith Stephenson, Tom Fyson (Big local Rep), Matt Panesh, Kathryn MacDonald, Liz Das, Simon Das, Kate Drummond, Marian Korzeniowski, Kerry Duffin (LTO)

Melody Treasure arrived 8:20pm

Apologies: Jo Bambrough, Kieran Engelke, Mike Sharples, Dan Spencer, Pat Williamson, Louise Bryning (Press Officer), Keeley Baughan, Carol Rothwell

Board members present: 12

a) Apologies and Confirmation of January Minutes

Minutes confirmed as accurate.

1) Introductions, Ratification of Amended Constitution, Memorandum of Understanding.

There was a discussion regarding inconsistencies with the Amended Constitution previously circulated at the meeting on 9th January 2017, the Constitution will be further amended and circulated to the Partnership. The Memorandum of Understanding can only be amended with the agreement of Local Trust

1a) Update from Kerry

Kerry from the LTO gave a brief update on the work of the due diligence team and also the independent review process that the Partnership has commissioned from the LTO into our funding decisions. The review process has now started and the information will start streaming to the Partnership in the coming months.

2) Update from Tom Fyson

West End Million Partnership Meeting Minutes 13th February 2017

Tom gave a brief explanation of the Plan Review, which is a requirement of our funding that has to be completed before we can submit our next Action Plan, to draw down more funding.

There are 9 questions we need to answer

- 1) What have you done against what was in your plan?
- 2) What money have you spent

Your Progress

- 1) What Impact have you had?
- 2) What have you learnt?
- 3) How have you progressed on your vision and priorities?
- 4) Do you need to refresh your vision and priorities?

The Big local Outcomes

- 1) How does your progress relate to the achievement of the Big Local Outcomes? What next?
- 2) Do you need a new or revised plan, or will you carry on with your existing plan?
- 3) How do you know this is what your community wants?

Tom will set up a Survey Monkey to get individual answers to the questions from all Partnership Members and then pool the information. Currently we need to submit our revised Plan by mid June in order to leave time for the due diligence process, to release the funds at the end of July. However timings are flexible, if our LTO has funds remaining we can delay the process.

3) Training Opportunities by Joanne

Joanne gave details of training that Partnership members and the local Community could get for applying for funding. It was agreed by 11 votes for and 1 against that we would look into these opportunities.

4) Discussion about the Partnership using Bitrix to communicate.

It was agreed to send information out to the Partnership and defer a decision.

5) Do we want to reach out to Morecambe in Bloom?

West End Million Partnership Meeting Minutes 13th February 2017

Morecambe in bloom are asking for volunteers and donations. This could link in with our recent approved funding Proposals for Cavendish Road Gardens and the West End Garden. The proposal was agreed by consensus.

6) Funding Proposals

The following proposals have been considered by the Funding Proposal Panel and approved for consideration by the Partnership Board, except 6e Freelance Secretary and Project Worker which is an amendment to the application submitted to the Panel

6a) Treasure Hunt Funding Proposal

The Treasure Hunt has been run for the past 2 Years and paid for by the West End Steering Group which was the predecessor to the Partnership. It was extremely popular in the past and raised the profile of the West End Million and enabled the Steering Group to consult with the Local Community. It is proposed to have the prize giving at That Spring Festival on 23rd April. The Partnership will also run a consultation event to help gather evidence of community priorities.

15 board members in favour (proxy vote from Kieran and e-mail votes from Pat and Jo B)

£922 Community Engagement Budget.

6g) Seaside Sculpture Day Funding Proposal

The proposal is to contribute towards the funding of the 2nd Seaside Sculpture Day. The Partnership provided the 1st confirmed funding for the Festival last year which helped in successful funding applications from Morecambe Town Council and Arts Council England. The festival last year attracted approximately 3500 people to the West End Gardens. The Partnership attended the event to promote the AGM in September 2016. It is proposed to attend this year to collect consultation data and promote the next AGM.

Funding from the Partnership of £2500 out of a total budget of £22,992.68

This proposal has been approved by the Festivals Group

15 votes in favour (1 proxy, 2 e-mail)

West End Million Partnership Meeting Minutes 13th February 2017

£2500 Festivals Budget

6b) That Spring Thing Funding Proposal

The proposal is to contribute partial funding to the second Spring Thing Festival. The Festival on the 23rd April is the culmination of a series of events and workshops to clean up and brighten the Community Spaces that surround the More Music building.

Funding from the Partnership of £1500 out of a total budget of £3930

This proposal has been approved by the Festivals Group

14 votes in favour (1 abstention)

£1500 from the Festivals Budget

6c) Welcome to the Sun Funding Proposal

The proposal is a Community Art Project in conjunction with the Spring Thing Festival.

This proposal has been approved by the Festivals Group

15 votes in favour (proxy and e-mail)

£400 from the Festivals Budget

6d) Flags and Banners Funding Proposal

This proposal is a continuation of the High Impact Flags and Banner's Project agreed by the Partnership on 13th June 2016, and will provide training to local artists enable them to produce an additional 20 flags to complement the existing banners already produced.

Melody gave details of the flag making workshops.

This proposal has already been approved by the High Impact Group.

15 votes in favour

£1000 from the High Impact Budget

6e) Secretary and Support Worker Funding Proposal

Concerns were raised regarding this proposal and it was agreed to return the proposal to the Employment Panel for refinement.

West End Million Partnership Meeting Minutes 13th February 2017

6f) Music Melting Pot Funding Proposal

This is an amended proposal to continue funding to the Music Melting Pot. Original budget £8000 but insufficient remaining in budgets.
Amended budget £2000

13 votes in favour, 2 abstentions

£1000 from Community Grants £1000 from Community Engagement

6h) Hire of Community Centre Funding Proposal

The proposal is to pay £300 for the use of the West End Community Centre until the end of 2017. This equates to £27.27 per month.
Thanks to Father Tom and St Barnabus Church for all your help.

15 votes in favour

£300 from Project Delivery

6i) West End Weekend Funding Proposal

This proposal relates to the under spend of £1444.55 on WEMP 011 West End Weekend. The budget on this proposal had previously been closed and the remainder put back into the Festivals Budget.

As part of a review of the spending it was noticed that £955 had been allocated for admin and project management, however only one Invoice for £200 was paid for Project Management.

More Music did a considerable amount of work to make the festival possible as well as training the Festivals Group on how to deliver such an event, however we were not billed for any of this work.

The proposal is that More Music bill the festivals group £755 for the remainder of the admin and project delivery money.

The proposal has been approved by the Festivals Group.

13 votes in favour, 2 abstention's

End of meeting