

# **West End Million Partnership Meeting Minutes 8<sup>th</sup> May 2017**

## **7pm Monday 8th May 2017, St. Barnabas Centre**

Present: Kathryn MacDonald (facilitator),  
Gill Taylor, Mike Barr, Steve Coghlan, Judith Stephenson, Tom Fyson (Big local Rep), Pat Williamson, Louise Bryning (Press Officer), Dan Spenser, Matt Panesh, Jo Bambrough

9 Board Members present. Meeting not quorate.

Apologies: Andrew Galland, Tom Marshall, Liz Das, Simon Das, Joanne Ainscough

e-mail/ text votes; Andrew Galland, Tom Marshall  
e-mail votes after the meeting; Liz Engelke, Kieran Engelke, Joanne Ainscough

### **1) Introductions and agreements of minutes of last meeting**

It was noted that the budget for the West End Weekend in the 10<sup>th</sup> April meeting minutes has been changed by e-mail, no objections received Budget now reads £11000 Housing £2000 Project Delivery £2000 Communications

### **2) Proposal for More Music to continue as LTO for another year.**

Kathryn left the room

It was stated that More Music do an excellent job as our LTO and do far more work than the ½ a day a week they agreed to in their original application.

12 votes in favour (4 email votes), 1 abstention, motion passed

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### **3) Job Specification for Secretary provisionally agreed at the Workshop on 6<sup>th</sup> May**

At the workshop The Art Of Hosting, Opera method was used to agree a consensus on what to include.

O Own Suggestions

P Pair Suggestions

E Explanations

R Ranking

A Arranging

After applying this process, a list of suggestions was produced and this has then been turned into a job specification. The suggestions and specification were circulated.

12 votes on favour, 1 against. (4 e-mail votes), motion passed.

Budget £4000 Project Delivery, Freelance Secretary 7.5hrs a week at £20p/h

### **4) Cobblestone Funding**

The proposal is to pay for materials to improve the exterior of Cobblestones cafe

14 votes in favour, (5 e-mail votes), motion passed.

Budget £250 Community Grants

### **5) Whit woo funding**

The proposal is to pay for signage to the exterior of the shop.

14 votes in favour, (5 e-mail votes), motion passed

Budget £300 Community Grants

It was also agreed to look into a wider pilot scheme to improve the appearance of Yorkshire Street including the derelict land at the top of the street, and to write this into the next Action Plan.

Dan stated he had been in contact with 2 other businesses who were seeking funding.

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### **6) Review and Project Management Phase 4**

This is phase 4 of WEMP 026 the independent review of the Partnerships spending commissioned on 11<sup>th</sup> July 2016

13 votes in favour, (4 e-mail votes), motion passed

Budget £1218.75 from Project Delivery

### **7) Website**

The website is currently off line. Ben has stated there has been a failure of the Database Server. He is doing everything he can to restore it and apologises unreservedly and thanks us for our patience.

Mike agreed to contact Ben for an update.

### **8) Timescale for the new plan**

Each group lead has submitted a review.

Pat has collated an overall review, which was circulated at the meeting.

Pat will circulate all the review documentation to the Partnership.

If there are no objections the review will be submitted to Big Local.

At the workshop day on the 6<sup>th</sup> May it was suggested we write a new one year plan

12 votes in favour, 1 against (4 e-mail vote) motion passed.

Pat agreed to collate information from the working groups for submission in the new plan.

Gill stated that Kerry has asked for a definite stop between the current plan and the next plan to avoid any confusion.

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### **AOB**

Matt stated for the new plan we should consider changing Housing to Housing and Environment and Young People to People, and we should also have a Contingency fund.

Judith stated she has been in touch with Tom and Matt for entertainment at the AGM/Open day and has been in touch with Boris for videos. Judith stated that Tom has raised the issue of the Melting Pot not been paid for the work they did last year.

Jo suggested a meeting every 3 months in addition to the main Partnership Meetings to discuss any issues that may come up.

Dan stated he has been in contact with someone who delivered 13 Million Pounds in match funding to a project and he is willing to come and talk to us provided we pay expenses and a reduced fee.

Next meeting 12<sup>th</sup> June at 7pm

No volunteers to be next facilitator, e-mail request to be sent out.