

West End Million Partnership Meeting Minutes 14th August 2017

7pm Monday 14th August 2017, St. Barnabas Community Centre

Present: Tigger MacGregor (facilitator), Gill Taylor, Steve Coghlan, Pat Williamson, Dan Spenser, Tom Marshall, Kathryn MacDonald, Keeley Baughan, Joanne Ainscough, Tom Fyson (Big local Rep), Michelle Collins (Communities in Control Team), Johnny Bean (freelance secretary)

9 Board Members present inc. 2 non-residents. Meeting not quorate.

Apologies: Mike Barr, Matt Panesh, Jo Bambrough, Kieran Engelke, Liz Engelke, Simon Das, Liz Das.

Agreements of minutes of last meeting

Tigger noted that confirmation of the minutes of the last meeting were being agreed by email, hence they were not included in the advance documents for this meeting.

1) Introduction of the new Secretary

Johnny Bean was welcomed as the new freelance secretary to the partnership. Johnny introduced himself as a Morecambe freelance photographer and arts administrator

Kathryn added that Johnny had taken the photos at last year's West End Weekend.

Tigger asked about the interview process. Kathryn and Pat said the panel consisted of Mike Barr, Kathryn MacDonald and Pat Williamson, Steve had been unable to sit on the panel due to family commitments. Pat mentioned that all the candidates had been very strong and it was very close. Equal opportunities had been observed and a scoring system had been used. Johnny scored highest.

Joanne requested that in future the partnership be informed of any changes to interview panels.

Kathryn confirmed that all paperwork related to the interview history was held by Mike Barr and the question template would be made available.

ACTION. Tigger thanked the panel.

2) Update from Michelle Collins (Communities in Control Team)

Michelle introduced herself as a researcher on the NIHR School for Public Health Research (SPHR) Communities in Control study.

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The [Communities in Control](#) study involves a two phased study of Big Local and the impact of the million pounds. Michelle said a regional get together was planned for some time this Autumn to which the partnership members would be welcomed. Michelle said a paper covering phase 1 of the study had been published and was available for reading. Gill has Michelle's email should anyone wish to contact her for a copy. More papers will follow. The first two phases of the study were funded by the National Institute for Health Research (NIHR) and a third phase was underway. The study has already received national recognition as an example of good practice. Michelle talked about some of the study work and has blogged about the study [here](#). Michelle would like to return later in the year to discuss the WEM partnerships participation in phase 3 which is expected to be more targeted.

Michelle was thanked, and left the meeting.

3) Update from Kathryn MacDonald about West End Weekend and AGM

Keeley passed around some save the date flyers for [WEW](#) (Sat 7th/Sun 8th October 11am-4pm). The event will include street performers, including A Piece of Cake, Gary Bridgens, Retrospective (a dance group working with the elderly), Captain Cabaret (a new one man band) and a More Music gig in the evening by [Be Charlotte](#), a young performer with popular appeal. Following remarks last year the festival will be longer this year taking place over two days including a takeover of Alexandra Park on the Sunday which is planned will be a fun, family picnic with performances on the community melting pot stage. Kathryn said Keeley had been doing amazing work on the event but volunteers were now needed to help distribute flyers for WEW at three forthcoming big events in Morecambe. The Morecambe Carnival (18th/19th August), Vintage by the Sea (2nd/3rd September) and at the Morecambe Fringe Festival (8th/9th/10th September). Joanne noted that there may also be an opportunity to piggy bank a mailing with Morecambe Fringe. Keeley will email Matt Panesh to discuss. **ACTION.** Stewards will also be needed at WEW for a walking tour (in song). The event also includes an Art Trail around local shops and coincides with the West End Fun Palace day being held at the Hothouse. With everything coinciding there is potential for a big profile for West End Million.

The AGM will be held at the Hothouse on 23rd September and will include food, performances on the community melting pot stage, presentations, a marketplace with information stalls, a showcase of achievements so far,

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and an exhibition. Gill noted that Mark Davies, Environment Officer at the City Council had already asked about having a stall at the event. Kathryn said there were opportunities at both events for evaluations to take place.

Tigger suggested Keeley put together an information sheet on both events with a call out for volunteers to be distributed to the partnership members.

ACTION. More support is needed to help with the structure of the formalities, but it was generally hoped that the AGM would be an open and entertaining night for residents to learn about the WEM. A budget of £700 was previously agreed. Dan suggested an introduction section at the start and possibly a timetable? Tom M suggested partners wear badges so they could be identified and approached by attendees.

4) Proposal for Induction process for new Partnership members

Tigger presented the draft document which had been circulated prior to the meeting and a discussion took place around the suggestions/options it contained.

Tom M asked at what point new members could be nominated to join the Partnership – all year round or only at certain points? And would existing Partnership members would go through similar processes as new members (i.e. collecting profile information). Tigger replied that all partners were on 12 month memberships so in September they would be required to renew anyway and would be a part of the same induction process at that time.

There is also space at any time in the year for co-opting new members. A further discussion took place around how to make the process friendly and accessible, not off-putting. Pat suggested a buddy scheme for new members.

Discussion turned to the proposed Thinking Environment days.

The meeting was not quorate but a show of hands indicated:

- 6/3 were in favour of adopting the proposal for an Introduction to the Thinking Environment day on Sat Nov 11th.
- 5/3 (one undecided) were in favour of a Thinking Environment for WEM Facilitators day on Sun Nov 12th,
- 8/1 were in favour of the 9th December for the strategic decisions meeting
- All in favour of officer elections at the January 9th meeting. 7 email votes came in after the meeting (all in favour of the proposal) from Mike, Matt, Andrew, Simon, Liz D, Jo B and Liz E.

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Tigger suggested removing confirmation of the Thinking Environment days for now and agreeing the remainder. General agreement. Revisit Thinking Environment day at next Partnership meeting in September.

Tom M asked if people who regularly failed to attend Partnership meetings should remain as members? Tigger responded that this was being looked at in the constitution review.

5) Decision regarding Carnbrae overpayment

A document outlining the overpayment was circulated prior to the meeting. The LTO were very impressed by the work Tom at Carnbrae had done already and their review showed a high level of satisfaction. The room voted unanimously to accept the proposal that Carnbrae be allowed to keep the £350 overpayment not paid back. 7 email votes came in after the meeting (all in favour of the proposal) from Mike, Matt, Andrew, Simon, Liz D, Jo B and Liz E.

6) Update about Makerble

Dan presented a quick review of the Makerble Impact communication software, and a short discussion took place. General agreement in the room that we should ask to be a part of the Big Local piloting of Makerble with some questions around WEM's capacity to engage with it. Dan to contact Big Local **ACTION**.

7) Discussion on Big Local Plan Offer

The Big Local letter to Kerry Kalokoh was circulated prior to the meeting and a discussion took place. Tom F explained that feedback from the assessor expressed a dissatisfaction with the coherence of the plan and how it would be delivered. Kathryn suggested the plan needed more long term strategic thinking, possibly with external help. Jo added that the plan could still be worked on during mediation and seeking outside expertise might be beneficial.

Tom F was asked if the full review could be requested. Tom F said he could put the request in.

Tigger mentioned it might be a useful starting point to ask Dan to look at the plan with his professional hat on? Dan to draft something for next meeting. **ACTION**.

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Discussion continued and it was agreed to continue discussion via email with the full partnership and extend the meeting by another 15 mins to get through the remaining items on the agenda.

8) Discussion about mediation

Tom F reported that 3 separate dates were being considered for mediation visits to Morecambe in Sept, Oct, and Nov for both group and one to one sessions, plus a day for the whole Partnership to consider moving forward.

The suggested dates were around:

- the week of 11th - 15th September
- the week of 9th - 14th October
- the week of 13th - 18th November

9) Discussion about the Big Local Rep

Tom F notified the Partnership that he was moving on and a new rep would be appointed soon. A handover period of several months would take place. New rep would be known in a week or so.

10) Discussion about Constitution

Item 10 was postponed due to lack of time. Kathryn agreed to set up a doodle poll to find a good time for a separate meeting. **ACTION.**

11) Any Other Business

- Gill noted that a workshop was being held on Saturday 19th August with Kirsty Stuart-Clarke doing a photography walkshop. Cameras would be made available for participants.
- Kathryn asked if money might be made available for improved Christmas lights this year.
- Tom M reminded the group that we had still not held a WEM Partnership social night.
- Tigger mentioned that The Co-Op on Regent Road were holding a street clean on Aug 31st.