

West End Million Partnership Meeting Minutes

Held 7pm Mon 9th October 2017, at St. Barnabas Community Centre

Present: Joanne Ainscough, Mike Barr, Jo Bambrough, Keeley Baughan, Johnny Bean (secretary), Viv Brunsdon, Steve Coughlan, Dorothy Crisp, Martin Houghton, Sian Jay (Big Local rep), Kathryn MacDonald, Tigger McGregor, Tom Marshall, Chris Price, Dan Spencer, Judith Stephenson, Gill Taylor (Chair), Pat Williamson.
16 Board Members present inc. 12 residents and 4 non-residents.
Meeting quorate.

The Meeting commenced with:

- **Selection of the facilitator:** Sian Jay
- **Apologies:** Louise Bryning (press officer), Mickey Balshaw, Simon Das, Matt Panesh.
- **Amendments to the minutes of the last meeting:** The minutes of the last meeting were not discussed.
- **Declarations of conflict of interest:**
 - Mike Barr declared a conflict of interest relating to the Melting Pot funding application (Mike is Treasurer of the Community Music Melting Pot).
 - Pat will stand out of the meeting for the two funding applications she has submitted.

Item 1: New Members:

Four new members were present and welcomed to the Partnership:

- Dorothy Crisp: a resident in the West End for 3 years, previously a business owner.
- Viv Brunsdon: a West End resident for 2-3 years, previously a Psychology lecturer.
- Chris Price: A graphic/web designer in the West End and a Director of The Lancaster Music Festival.
- Martin Houghton: has lived in the West End for 5-6 years, works with the Melodrome stage.

New members not present tonight are:

- Mickey Balshaw, Michael Fleming and Paul Swereman (Surname TBC)

New members wishing to arrange induction should contact Mike or Pat.

Item 2: Big Local Rep:

Sian Jay introduced herself as the new representative for Big Local. Sian looks after 3 other areas (1 in Preston, 1 in St Helens and 1 in Liverpool). A self-employed consultant, Sian's role is to support the Partnership. Sian addressed the ongoing mediation issue. Previous offer of mediation is not something the Partnership have to take, it is there if wanted. Sian proposed to give it a couple of months and see how things go. Sian will act as guardian of the code of conduct. There will be no next plan if progress is not made i.e. if the job is seen to be getting done, the new plan will be progressed. It is NOT a pre-condition that mediation takes place, but the Partnership has to show it can work as a unit. Sian suggests the Partnership move towards

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consensus working, where voting is not always required to make decisions. Agreed by consensus.

Item 3: The next plan/meeting update:

A meeting took place on 30th September which concluded a new Treasurer was needed. To be discussed at next meeting. Suggested new approach to grant-making involving assessing small, medium and longer-term projects alongside a model of commissioning where appropriate to be more strategic. **ACTION 1:** Dan to send notes from the meeting to Johnny for circulation/feedback and discussion at next meeting. It was suggested that Partnership meetings become the forum for bigger vision discussions and putting project briefs/budgets together. Also discussed using external people with expertise where necessary.

Start date for the new plan was discussed. 1st April was suggested. It was agreed to work towards April 1st with an agreement to get there sooner if possible. Sian said there was a possibility of approving more funds for seasonal projects. Dan suggested undertaking some community mapping. Tigger suggested a series of consultation events/looking at the consultation work done recently by the Exchange Creative Community. Agreed by consensus. Suggested this should include conversations with food banks, youth and community centres, Polish and Chinese immigrant communities etc. **ACTION 2:** To be discussed further.

Tom suggested WEM needs a Community Liaison Officer. Either employed, freelance or via an agency. Discussion took place. Agreed to take advice from other areas.

ACTION 3: Sian to talk to other areas and feedback. Discussion re possible duration of contract took place. **ACTION 4:** Task group (Steve, Tigger, Keeley, Judith) to take this further, and discuss options by next meeting with circulated notes before next Partnership meeting.

Item 4: Proposed amendments to the constitution:

The latest circulated document with updates from the working group was discussed.

ACTION 5: Johnny to circulate final copy with the accepted changes.

Item 5: Neighbourhood Plan:

Johnny met up with Morecambe Town Clerk David Croxhall and fed the discussion back to the group. Jo, Keeley, Simon, Matt and Pat have all shown interest in joining the steering group. **ACTION 6:** Johnny to circulate full details and how to proceed to the above.

At this point it was agreed to extend the meeting to 9pm.

Item 6: Community Grant Applications:

(note conflict of interest comments at top of minutes)

- **Yorkshire Street Mural:** The application was discussed and it was agreed to approve the application with the proviso that WEM is fully acknowledged on the mural, and comment that moving forward a new system of grant applications is being developed.
- **Community Music Melting Pot:** The application was discussed and it was agreed to approve the application subject to the condition that the Melting Pot work with the Partnership representatives at More Music to continue development of a business plan/strategy and the acknowledgement that WEM does not expect to receive further applications in the near future unless

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accompanied by a comprehensive business plan demonstrating a significant move forwards.

- **Older/Family Days Out:** The two applications were discussed jointly. The ideas were liked in principle with some concern for risk assessments and safeguarding. It was agreed to make no commitment to money at this point but suggest Pat talk to Stanley's Youth Centre to further develop the plan, firm up logistics details and cost rigorously/realistically and represent the applications to WEM.

ACTION 7: Gill to send decisions to applicants as JB is on holiday for a week.

Item 7: Steeple For The People:

The meeting ran out of time and the item was held over to be put on the agenda for the next meeting.

Item 8: Offer of community artwork from Kate Drummond:

The meeting ran out of time and the item was held over to be put on the agenda for the next meeting.

Item 9: More Together Magazine:

This item was struck from the agenda as it had already been dealt with.

Item 10: Communication-Marketing Materials:

The meeting ran out of time and Kathryn agreed to circulate information to members outside of the meeting.

Item 11: Winter Lantern Festival:

The meeting ran out of time and Kathryn agreed to circulate information to members outside of the meeting.

Item 12: West End Christmas Lights:

The meeting ran out of time and Kathryn agreed to circulate information to members outside of the meeting.

Item 13: Open Day:

The meeting ran out of time and Kathryn agreed to circulate information to members outside of the meeting.

Item 14: West End Weekend:

The meeting ran out of time and Kathryn agreed to circulate information to members outside of the meeting.

Item 15: AOB:

- Conflicts of interest to be put at top of all future agendas for Partnership meetings.
- It was decided not to meet more often than monthly but that future Partnership meetings should be extended to a 9pm finish.

Date of Next Meeting:

- Mon 13th November 7pm at St. Barnabus Church, Morecambe

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ACTIONS:

1. Dan to send notes from the plan meeting to Johnny for circulation/feedback and discussion at next meeting.
2. Judith to coordinate the plan task group.
3. Sian to talk to other local trust areas re community liaison post and feedback. Discussion re possible duration of contract took place.
4. Task group (Steve, Tigger, Keeley, Judith) to discuss Community Worker options by next meeting with circulated notes before next Partnership meeting.
5. Johnny to circulate final copy of constitution with the accepted changes.
6. Johnny to circulate full details of Neighbourhood plan and how to proceed to the interested members.
7. Gill to send grant decisions to applicants as JB is on holiday for a week.