

West End Million Partnership Meeting

7pm Monday 17th October 2016, St. Barnabas Centre

MINUTES

Present: Simon Das (Acting Chair), Liz Das (Acting Minutes secretary), Mike Barr (Acting Treasurer), Dan Spencer, Judith Stephenson, Steve Coghlan, Kathryn MacDonald, Gill Taylor, Kieran Engelke, Liz Engelke, Andrew Galland, Pat Williamson, Carol Rothmell, Keeley Baughan, Joanne Corless, Tom Marshall, Mike Sharples, Tom Fyson (Big Local Rep), Evie (Lancaster University representative), Louise Bryning (Press Officer), Melody Treasure (proposal applicant), Bruce Crowther (Fig Tree).

Apologies: Olivia Thomas, Kirsty.

Meeting members: 17 out of 20 Partnership members: quorate and decisions can be made.

1. Introductions and Apologies

1.1 Simon welcomed all members of new Partnership and everyone introduced themselves to the group.

1.2 Apologies for absence

- Olivia, Kirsty.

1.3 Confirmation of last Partnership meeting's minutes

- Confirmed as true record – Mike confirmed
- Joanne seconded

1.4 Outstanding actions from last meeting

- None outstanding

2. Funding proposals: (see WEM website/Partnership Update for full proposals)

2.2 Entrepreneur Growth (UnLtd)

- Proposal: £15,000 to fund one of two UnLtd. proposal bids.
- Andy Hemming explained his proposal of asking the WEM to fund one of the two projects proposals which have been submitted to UnLtd from the West End, but they could only fund one of them alone due to the disproportionate amount of money that has already been awarded to the West End over the last few years. UnLtd. have deemed both projects to be equally worthwhile and would like to see both funded. This is a request to WEM to support these bids so that both could go ahead
- The two projects are The Creative Exchange business development in order to grow and develop their artistic direction. The second is Elsbeth's drama

therapy business strategic growth. Both have gone through and passed a rigorous application process with UnLtd.

- Questions from Partnership: can we see the full funding proposals in order to make decision? Andy responded: the Partnership can see the detailed panel decisions, although the spreadsheets and documents are lengthy and complicated, but he added the idea of UnLtd and Big Local is to support entrepreneurialism and risk taking, therefore pinning their business plans down too stringently may hamper this principle.
- Simon highlighted WEM does not have the full amount in any one budget. Tom F: WEM could move money within budget headlines and we could apply to Big Local for additional funds if necessary later in the year, which they shouldn't object to.
- Simon proposed: 2-3 people form sub group over next week to discuss and make final decision on behalf of Partnership. Their decision will be final. The sub group are: Mike B, Andrew, Joanne, Tom M, Kathryn. No objections to this. AGREED.
- **ACTION: Simon to send email to introduce these members to Andy Hemming if they have questions. Andy will send paperwork to these members.**

2.3 Participatory Budgeting (Andy Hemming – UnLtd)

- Discussion on possible funding strategy model that WEM may want to consider in the future. Not an application for funds or proposal.
- Andy Hemming explained his participatory budgeting model idea that he felt would be successful in the West End.
- In a nutshell: Members of the community attend an event, where applicants pitch an idea and those in the room vote on which idea they want to fund.
- Not making any decision on it tonight - just an interesting decision tool idea the WEM may want to look into or consider for the future.
- Partnership found the idea interesting and something we may consider looking at in the future.

2.3 Art for Health and Wellbeing (Melody Treasure)

- £870 from Community Chest budget
- Art for therapy courses for mental health – mindfulness, self-compassion, mandalas
- 5 courses, 3 sessions per course over one year
- This is a business plan proposal for these paid courses. Some free places can be offered to those who cannot afford it.
- Kathryn: thought it was a great proposal and suggested including a budget to gather measurable outcomes to prove it's effectiveness through feedback in order to hopefully roll out wider in the area.
- **No objections. Approved pending the condition of outlining how Melody will evaluate each session. Any additional cost can be added to the budget.**

2.4 Revivals- West End

- £300 for artistic shop renovation on Yorkshire Street
- Discussions: Similar to other proposals we have funded – not a problem though
- The Partnership felt it sounded like a good idea but there needed to be more explanation of what they are trying to achieve before we could reach a decision
- Kathryn: suggested inviting applicant to attend next meeting to explain
- Decision postponed until after next partnership meeting

2.5 LGB&T Coffee Morning (Updated)

- Since last meeting Joanne discussed with applicant and suggested it's a worthy cause to help the LGBT community, but felt it's not the most effective project.
- Joanne proposed: WEM not approve this project, but we would really like to support the LGBT community so we would encourage a more innovative project. A suggestion to work with adult college to create comprehensive package for LGBT more innovative project.
- Partnership agreed. No objections. Proposal not approved, applicant encourage to submit another more effective proposal.
- Joanne to feedback to applicant.

2.6 Computer sessions (Updated)

- Proposal of £960 from Community Chest grants budget
- Stanley's bid from last partnership meeting
- Kathryn followed up research with Lancashire Adult Learning, which has capacity to run these courses without any cost. They currently don't do 1:1 sessions, although Kathryn stated they will do the course if requested.
- Some members felt this was duplicating the available offer, others thought the 1:1 sessions were essential to many members of the community who need this level of support using computers.
- The Partnership voted 11 for; 1 against, 2 abstentions.
- Agreed by consensus. APPROVED.

3. Housing Group Update – Skip Day

- Liz D gave an update on the joint Adactus and WEM project of cleaning the alleyways pilot on Friday 25th and Saturday 26th November 10am – 3pm on Westminster Road, Clarendon Road, West End Road and Marlborough Street.
- 6 skips will be placed on the road at the entrance to these alleyways on the Friday. Adactus' HIT team of 4 men will be there to help on the Friday. The aim of the two days is to clear out and clean up the alleyways and residents will also be able to clear out their yards and properties in time for Christmas.

- The Council are lending us protective equipment and litter pickers.
- Leaflets are being designed by Adactus and put through letterboxes in the next week.
- Volunteers and residents are encouraged to come and help clean up the alleyways. There will be a sign in table, where the equipment will be distributed, also paint for anyone wanting to brighten up walls and fences.
- Pat added, she has contacted the Prince's trust – they can send volunteers – Pat to send details to Liz.
- Liz requested 4 co-ordinator volunteers for each day to help co-ordinate resident volunteers and be contact point at each of the 4 streets:
 - Kieron (Friday) and Keeley (Sat) volunteered for Westminster Road.
 - Carol volunteered for Clarendon Road on Friday
 - Liz D for Marlborough Street on both days
 - Kathryn for could possibly volunteer on Friday on West End Road – Kathryn to let Liz know.
 - Andrew volunteered for Clarendon Road on Saturday
 - Steve Volunteered for West End Road on Saturday

ACTION: Liz to email the details of where to meet and when to all above.

4. Website/Comms Update (Joanne)

- Joanne has appraised the WEM online profiles and given some great recommendations to improve. (see Joanne's document)

5. The Fig Tree (Bruce Crowther)

- Bruce Crowther came to pitch their proposal to bring The Fig Tree to the West End. They are submitting a large funding bid to Power to Change to possibly buy Trinity Church and create fair trade chocolate factory, shop and visitor centre there. Part of the bid requirements is that they get local buy in to the project – Bruce would need the support of the West End Million as representatives of the community in order for the bid to be considered.
- The Fig Tree is a social and fair trade enterprise.
 - Moved from Garstang to Lancaster but was flooded out in the floods last year.
 - The Fig Tree is now considering West end as it's new home.
 - Trinity Church in Morecambe proposed new home. In discussion with Liz and Kieron the current owners, who are positive about the proposal.
 - The Fig Tree can also keep the church accessible to the needs of the community, especially the large main church space.
 - They could also possibly attract other funding from the Heritage Lottery to renovate the much loved building
 - Fig Tree helped create Garstang as first Fair Trade Town. This started an International Fairtrade network – now 1,800 fair trade towns!
- Along with written support, the Power to Change bid also requires a £25,000 in principle pledge from WEM to support this venture, that may be needed in spring 2017. It would be a pledge at this stage. Tom confirmed: the timing works well as

spring would be when we are writing the next plan and WEM would just need to demonstrate to Big Local that this £25,000 support meets to aims of the new plan.

- Looking for full support from WEM for this proposal to succeed, as needs community buy in.
- Fig Tree would be the lead applicant in the bid
- Simon added the West End sea front church would be the perfect place for the Fig Tree – links to ancient slave trade at the Lune estuary etc. as well as bringing a fantastically positive and world renowned enterprise to the area which would help tackle the negative stigma of the West End.
- Bruce added that if successful we would be setting up a partnership agreement and appoint two directors as stakeholders from the partnership.
- The proposal to Power for Change is to buy a premises in West End, to build chocolate factory, visitor centre and shop and this needs to be submitted by 16th December.
- Simon proposed: WEM to back proposal.
- Moving premises to Morecambe will make the company more sustainable and expand.
- Spring would be the time the Fig Tree would need possible funding, which would fit in with WEM second plan writing time scale.
- **All the Partnership loved the proposal and all fully support it. No objections. AGREED to support and back the project.**
- Bruce confirmed WEM also need to create a volunteer steering committee. **Volunteer members confirmed as: Gill, Keeley, Joanne, Liz Engelke and Dan**
- Any questions for Bruce to: Brucecrowther300@gmail.com

6. Partnership/Employed Worker Roles

- Simon raised request from Gill regarding elections of current roles, confirmed we're not currently having elections for partnership roles as these roles may change or be absolved into a paid support worker duties following results of the away day on Saturday 10th December.
- The topics to be reviewed at the Away Day which is being funded centrally by Big Local are: the way we work, our processes and structure (potentially change roles and employing a support worker)
- Simon proposed: that we don't formally elect officers today, but review after the away day and have elections for Chair and any other roles after then. Gill responding that it's not in the current WEM constitution.
- Kathryn raised Lou Mycroft's suggestion that she recommend we look at better way of working than our current system.
- Simon highlighted: that our current system and structure is making us lose sight of the bigger picture and is taking us away from our strategic plan. The results of the away day will hopefully will make us much more efficient and more strategic.
- Kathryn raised: we need to decide what the key items for the day should be.
- Tom F advised: The Partnership meetings should be more strategic, where smaller decisions are made in smaller groups – to make them more effective and purposeful.

With high level strategic decisions only made at Partnership meetings. This will help the way we work as a partnership and will streamline decision making.

- **ACTION: Simon will send conclusions of the Away Day to the whole partnership.**
- Tom: suggested reviewing the current constitution following Away Day to see if anything needs to be altered. The WEM wrote the constitution so the WEM can collectively alter it if we all agree it will be beneficial to the success of the Partnership.
- Judith suggested: having an additional AGM meeting after away day to have discussion on constitution, have votes/elections on roles etc. and finalise new constitution if needed. No objections. AGREED.

7. AOB + Plan Review

- Jo Bamburgh would like to re-join the Partnership – no objections. Welcome back Jo!
- Plan Review (Tom): condition of Local Trust there has to be a review, suggest WEM go through 9 Big Local questions at a separate meeting. Get date in diary in December.

END OF MEETING