

WEM MINUTES: September 2018

Date: 10/09/2018 **Location:** Stanley's Youth & Community Centre **Time:** 7.00pm – 9.00pm

Present: Mike Barr, Steve Coghlan, Chris Price, Dan Spencer (Chair), Pat Williamson, Gill Taylor, Johnny Bean (Secretary), Joe Robinson (Community Development Worker), Louise Bryning (Press Officer) and Yak Patel (LTO Officer).

Apologies: Sian Jay (Big Local), Keeley Baughan, Martin Houghton, Jo Bambrough, Viv Brunsdon, Ali Crisp, Dorothy Crisp.

Absent:

Declarations of Conflict of Interest:

Topic	Discussion	Action/Decision	Responsibility
The Minutes of the last meeting	The minutes of the last meeting were discussed.	DECISION: The minutes of the last were agreed with one minor amendment “Midweek” changed to “Thursday” ACTION: Johnny to amend and publish minutes on website.	Johnny
Conflicts of interest	None		
Outstanding Actions	All outstanding actions were completed except...	ACTION: Chris/Sian to work on format of plan launch discussions. ACTION: Chris to produce Save the Date graphic for launch. ACTION: Dorothy to make formal arrangements for launch. ACTION: Joe to work with Kevin on More Together final issue. ACTION: Jo to work on expression of interest for Creative Civic Change.	Chris/Sian Chris Dorothy Joe Jo/Dan
Item 1: Visit from Matt Leach (CEO, Local Trust)	Matt's visit on 31 st Aug was felt to have been very good. “A strong plan”, “very positive” and “a sense of drive and purpose” were all quotes from Matt, who was impressed by both the partnership and Morecambe's west End. Helen Nicholl was unable to visit. Matt suggested working with the Academy of Urbanism .	DECISION: We should talk to Helen Nicholl re working with Academy of Urbanism and reschedule her visit. DECISION: Say 'Yes' to Academy of Urbanism. ACTION: Sian to circulate details of Academy of Urbanism. DECISION: Plan to send Matt an update on the plan at later date and consider re-inviting in the future.	Sian Sian
Item 2: Plan Launch	The Plan launch and invitation process was discussed.	DECISION: More work needed on invite list, by categorising into sub groups, as per mailing list. DECISION: Date confirmed as Thurs Nov 1 st 11am – 2.30pm at The Alhambra. ACTION: Johnny to continue work	Johnny

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		<p>on invite list and share to partnership.</p> <p>ACTION: Need 100-150 word blurb describing launch purpose asap for website post on 17th September.</p> <p>DECISION: To use 2 or more presenters and partners to wear WEM lanyards to be visible.</p>	Joe
Item 3: Community Chest applications process	Johnny asked for clarity on procedure for processing applications.	<p>DECISION: Applications to be forwarded to the panel email group on receipt with cc to Chair. Panel to meet quarterly (next end of October). Applicants to be informed of next meeting date. Application to be filed securely.</p> <p>ACTION: Johnny to set up panel email group and get meeting date from panel.</p>	Johnny
Item 4: Website / Communications update	New website was discussed.	<p>DECISION: Monitor website effectiveness for next 3 months and review then. 5 mins to be given each meeting to discuss next news/items for website/Facebook so they can be scheduled. Only WEM activity to go on website/Facebook.</p>	
Item 5: Team Building event/Extra Monthly Meeting	A partnership team building social event was discussed.	<p>DECISION: To hold social at Morecambe Tandoori for all partnership/team. Date TBC. Anyone who can't attend to receive voucher for later use.</p> <p>ACTION: Johnny to doodle poll partners for best Saturday date.</p>	Johnny
AOB	<ol style="list-style-type: none"> 1. Next Coastal Communities Cluster event is on 18th/19th October in Scarborough. 2. Morecambe Bay Partnership invited us to attend their 2018 conference on 5th December. 3. Next news item for website. 	<p>DECISION: Steve offered to attend and write an item for the website. Anyone else wishing to attend, please email the secretary.</p> <p>ACTION: Johnny to get more details on MBP event for feedback to chair.</p> <p>ACTION: Louise to work on a potential feature on background of WEM for November.</p>	<p>Johnny</p> <p>Louise</p>

The Next meeting will be held on Monday October 10th at Stanley's Youth & Community Centre, 79-83 Stanley Rd, Heysham, Morecambe LA3 1UT.
From 7pm-9pm (room available from 6pm).

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ACTIONS:

- 1.** Johnny to amend and publish August minutes on website.
- 2.** Chris/Sian to work on format of plan launch discussions.
- 3.** Chris to produce Save the Date graphic for launch.
- 4.** Dorothy to make formal arrangements for launch.
- 5.** Joe to work with Kevin on More Together final issue.
- 6.** Jo/Dan to work on expression of interest for Creative Civic Change.
- 7.** Sian to say 'Yes' to Academy of Urbanism.
- 8.** Sian to circulate details of Academy of Urbanism.
- 9.** Johnny to continue work on invite list and share to partnership.
- 10.** Joe to write 100-150 word blurb describing launch purpose asap for website post on 17th September.
- 11.** Johnny to set up panel email group and get meeting date from panel.
- 12.** Johnny to doodle poll partners for best Saturday date.
- 13.** Johnny to get more details on MBP event for feedback to chair.
- 14.** Louise to work on a potential feature on background of WEM for November.