



WEM PARTNERSHIP MEETING MINUTES: 11th July 2022

Minutes	Date: 11/07/22 6pm-8pm
Chaired by: Chris Price Minuted by Johnny Bean (Secretary)	Location: The Venue, Sandylands School/Zoom (hybrid meeting)

Present and Apologies			
Partnership Members	Present	Apologies	Absent
Glen Duckett	✓		
Kat Hilton		✓	
Yak Patel (LTO)	✓		
Chris Price (Chair)	✓		
Lee Reeve			✓
Jayne Safari	✓		
Dan Spencer	✓		
Natalie Thomas		✓	
Workers/Big Local	Present		Not Present
Johnny Bean (Secretary)	✓		
Louise Bryning (Press Officer)		✓	
Sian Jay (Big Local rep)	✓		
Joe Robinson (Community Development Worker)	✓		
Guests	Present		Not Present
Clare Hodgson (for item 2)	✓		
Niamh Goggin (for item 3)	✓		

Apologies/Welcome & introduction from the Chair

The secretary gave the apologies received from those not present, and The Chair welcomed everyone to the meeting.

Item 1.0: Minutes of the Last Meeting/Outstanding Actions/Matters Arising

Discussion: The Minutes of the Last Meeting were not reviewed.

There were no outstanding actions.

Decisions: The minutes to be agreed via email.

Action 1: The Secretary to share the MOLM and agree via email.

Item 2.0: Stanley's

Discussion: Clare Hodgson (consultant) discussed some of her initial findings and outlined completion of the work due, after which a discussion took place.

Decisions: Clare to complete phase 1 conversations with Partnership members, and commence phase 2 conversations with both partnership and stakeholders. The Development Worker to assist with contacts. Clare will present findings at start of Sept for partnership to agree on direction of travel. Will include action plan for progress to implementation which WEM may be able to take up swiftly.

Action 2: Clare to share her findings in a document (to The Secretary) for dissemination to the Partnership.

Action 3: The Secretary to confirm confidentiality section in WEM constitution.

Action 4: Progress update at the August meeting.

Action 5: The Secretary to arrange a single item agenda meeting for w/c September 5th.

Item 3.0: Centenary House

Discussion: Niamh Goggin (consultant) updated the partnership on the background of her work, and her comments included in the summary report circulated prior to the meeting. With a further quantity of material received from The Good Things Collective in June and much previous material, including three iterations of a business plan, she has made a final assessment. In summary, whilst much of the technical requirements are in place with Lancaster City Council and the building, The GTC's overall business plan remains of insufficient depth or quality for a project of this scale and expense.

There was a lengthy and detailed discussion. Question about offering support but the considerable support The GTC have already received was noted. It was asked about the solution to split the project and noted that we'd put this idea forward, but this is The GTC / Council's project and we can only make a decision on our contribution. It was noted that personalities had not been a factor in this, and all the work done was as part of the due diligence required of us by Local Trust.

It was agreed (in line with the summary report) that funding could not be released for the project. As much as the partnership had hoped to support the development of Centenary House and having worked an extra eight months beyond our original deadline, WEM is now obliged to take this as a final outcome.

Was understood this will be disappointing for The GTC so will offer the opportunity of a follow up meeting to discuss the decision if that would be useful. Yak agreed to facilitate, and Sian will be present if the partnership wish it.

Action 6: Development Worker to follow up with non-present partnership members for their opinion.

Action 7: Development Worker to arrange meeting if requested.

Item 4.0: Food Wraparound project

Discussion: Update on Food Wraparound project (outlined in the document circulated prior to the meeting). A discussion of the project outline took place.

Decisions: Clearer indication of the project outputs/outcomes required. Any further points to be forwarded to WEM Secretary and Development Worker who will coordinate with David who is then to be invited to a future meeting to update. Eggcup also to help with writing the commission for the welfare project (£2k in plan for scoping in Autumn).

Action 8: Partners to send any further comments to Secretary on Food Wraparound project.

Item 5.0: Other items

Item 5.1: Project scoping doc

Action 9: The Secretary to begin use of project scoping document template for all current projects.

Item 5.2: Mental Health No update was available.

Item 5.3: Big Local new process of support

Decisions: Item to be carried forward for the next meeting.

Action 10: Big Local new process of support to be added to the August meeting agenda (5 mins)

Item 6.0: AOB

Item 6.1: Action Plan

Decisions: An executive summary document of the new Action Plan is required for publishing to the website.

Action 11: The Development Worker to produce an executive summary of the action plan.

Item 6.3: Recruitment

Decisions: Recruitment to be discussed at the September meeting.

Item 6.4: Newsletter

Decisions: A newsletter is overdue. September a good time for that as well.

Item 6.5: Invoice received

Action 12: The Big Local Rep to talk to Linda re invoice received.

Item 6.6: Big Local Connects (23rd/24th September (Nottingham))

Action 13: The Secretary to see if any partnership members wish to attend Big Local Connects (Three places available).

Next Meetings:

- Monday 8th August, 6pm-8pm (hybrid meeting)
- Monday 12th September, 6pm-8pm (hybrid meeting)

SUMMARY OF ACTIONS

- Action 1: The Secretary to share the MOLM and agree via email.
- Action 2: Clare to share her findings in a document (to The Secretary) for dissemination to the Partnership.
- Action 3: The Secretary to confirm confidentiality section in WEM constitution.
- Action 4: Progress update at the August meeting.
- Action 5: The Secretary to arrange a single item agenda meeting for w/c September 5th.
- Action 6: Development Worker to follow up with non-present partnership members for their opinion.
- Action 7: Development Worker to arrange meeting if requested.
- Action 8: Partners to send any further comments to Secretary on Food Wraparound project.
- Action 9: The Secretary to begin use of project scoping document template for all current projects.
- Action 10: Big Local new process of support to be added to the August meeting agenda (5 mins)
- Action 11: The Development Worker to produce an executive summary of the action plan.
- Action 12: The Big Local Rep to talk to Linda re invoice received.
- Action 13: The Secretary to see if any partnership members wish to attend Big Local Connects (Three places available).