**Big Local SW11**

**Minutes of Partnership Committee Meeting**

**Thursday 24 January 2019**

**10.00 am at Providence House**

Present:

Stephen Holsgrove

Marlene Price

Donna Barham

Senia Dedic

Jane Eades

Syeda Islam

Tessa Strickland

Helen Taylor

Also present were Kim Donahue (Local Trust assessor) and David Stone

**Next Meetings –Date and timing to be confirmed**

1. **Welcome and Apologies for absence**Stephen in his Welcome introduced Kim Donoghue from Local Trust who has been allocated to assess our 3 year plan.  
     
   Apologies for absence were received from Helen Garforth, Robert Musgrave, Sharon Grant and Wendy Speck
2. **Minutes of the Partnership Meeting of 14 June 2018**Members were advised that June was the last official Partnership Meeting as our September Meeting was devoted to the brainstorming session we had with Chris Church to help us to develop our new 3 year Plan and our December Meeting was our social Christmas Lunch.   
     
   The following corrections should be noted in the Minutes, Tessa was present and correcting the spelling of Vicky’s name (under item 7 Governance, Communications).  
     
   Subject to these changes the Minutes were then agreed as a true record.
3. **Local Trust Assessment – Kim Donoghue**

Kim introduced herself and stated that the purpose of her attending the meeting was to complete the assessment. She did meet a few of us a few days earlier but needed to meet with a few more residents. She explained that she is also a Big Local representative and also conduct assessments. She commented that our last assessment was done by correspondence and telephone calls but when assessments for a bigger plan is submitted then visits are made so that the assessor can meet the committee and the residents. which is a normal part of the review.  
  
Kim then asked us all to introduce ourselves and going around the table:

* Senia stated that she is a resident and a governor of Christ Church School and the founder of WoW
* Helen stated that she is a resident and works at St Peter’s Church
* Tessa – non resident – and was a councilor for the small area of the patch, lives just outside of the patch and has been a resident for 20+ years
* Marlene – resident for 35+ years and met a few days ago
* Stephen – non resident but works in the defined area and is the Headteacher of Thames Christian College
* Jane - resident in the western part of the area for over 40 years
* Donna – resident and Chair of Kambala Residents Association
* Syeda – resident for over 20 years and a volunteer
* Kim then stated that she met Robert a few days ago and had discussions with him as our LTO.

Kim stated that we have produced an extensive plan with useful information and that she is aware that we had an Awayday which fed into the plan and it appears that everyone seem to be on board and in agreement. What she has seen is what we are proposing which is leveraging and enabling our strategy and using the funding to deliver our priorities. Syeda stated that we have been working on a project by project basis.   
  
Stephen confirmed that £1m or 100K over 10 years doesn’t go far and that everyone is a volunteer with limited time so we employed David to assist. David then stated that the Plan is strategic, the small grants flexible, there is some sustainability so hopefully leaving the structure with a legacy. He then stated that the Alliance could be responding to the needs of the community with the 5 organisations getting a grant and that people needs skills and expertise rather than the money and the plan is for them to bring in extra funding. The role of the PC will be to oversee the Alliance.  
  
Tessa reminded us that the state of the sector survey was interesting and that we are working to bring people together. She praised the Falcon Road Festival which is on one day every year. The festival is what our residents asked for.  
  
Kim then stated that this is strategic work with other organisations and how does it link with the isolated residents. Jane commented that is, and has been, a concern of hers. Kim also asked for clarification of how the intergenerational project works and Senia stated that it is delivered through WoW and that came out of the consultations and through our initial surveys. Syeda commented that isolation is a difficult one for us to tackle.

Coming back to Jane’s point, Stephen stated that we have not yet cracked this, but it is hopeful when Vicky comes on board with our planned improvements to communications that we can begin to tackle this. We have a very diverse community and reaching out to some of the community is hard, but possible, and appreciates that we need to do more.

We heard from Jane that there is only 1 Residents Association in her part of the area but it is run by someone of a minor political party who appears to be not really interested, however there have been attempts to set up others. Her area has drug dealing and the Beat Officer has not been seen. Her street is a very close community, they maintain a gorilla garden at the end of the street, there is a lot of isolated people with no community facilities west of Plough Road.

Getting back to the plans Kim stated that this is helpful to go through these matters, the projects, the budgets but that she didn’t understand what we will be doing, but she understood our strategy for January to December 2021. Robert had previously highlighted the discrepancy with BLSW11 year end and that of Providence House and suggested a change of year end to 31 March to align with the year end of our LTO. We all agreed to this change.

Kim stated that she had 2 questions on our budget plan: Management fee and the Alliance project and the need to match the budget to the plan and also that we should uplift the budget a little to take account of our change of year end to March 2022. It was explained that the Discretionary budget was to be able to respond to any emergency, or emergency request, not for anything that was planned but to give us some flexibility.

Kim stated that the LTO is solid but it was not clear what the 8% fee is for, recognising that they have taken on contracts and risks. We felt that if Robert was not here we may not be in the position to use their facilities, including David using it as his office, providing us with meeting rooms and refreshments. Kim asked if we had an agreement and suggested that we should have one, setting out what is expected from them. Syeda agreed and said that she did raise this before and that we should look at other LTOs. Kim has suggested that we have a written agreement and what we expect from our LTO.

Stephen stated that we can clarify these issues but not make it a contingency. We need stability for the plan and will review our strategy at least 6 months before the end.

David then explained the Alliance project. He stated that we are buying in the Chief Executive’s time for the 5 organisations and the use of their premises, PR and marketing of the project plan and integration workings. Robert is the Lead and the PC member responsible, Syeda and Jane are part of an Oversight Committee, Senia was involved for intergenerational issues. Helen is also part of the Alliance. Kim stated that she understood the strategy.

Senia questioned how the Alliance fits in with our vision and if we have correctly identified things in our plan. Stephen stated that he felt that we need a more hands-off approach, be more trusting, and not expecting a lot of tangibles after 1 year but appreciate the bigger goal bringing in more monies. From David’s statistics we need capacity to reach groups on a sustainable basis. The groups in the Alliance work with different communities but the Alliance will bring them together.

Kim then stated that she was not hearing from residents and she needs to hear from the residents. Jane stated that she felt that she is not sure that we are focusing on isolated elderly but our emphasis is on organisations that already exists. We are not dealing with the people falling through the net. There is nothing on youth and she has difficulty engaging with the youth.

Kim stated that she noted that the priorities is Mental Health and the young and she is happy for us to change the submissions to what is in the plans.

Syeda stated that it is difficult to know what is the best way to use the money. Are we hitting the right things? We tried somethings and they did not work. We held a lot of events, talked about getting a hub but that has got to be staffed.

Kim suggested that we nail down what is working and appreciates us trying but we should suss out what is not working and why and look at where the money is going.

Staffing: David’s annual amount and there is evidence that he puts in more than he is paid for.

Kim reminded us that 2026 is the end of the project and we must have a vision for the end. There should be some sustainability. The alliance may or may not work. Jane stated that some small groups can get funding from other grant making charities so that they are able to expand and when grants are reviewed this is discussed.

Meetings: we advised that meetings are held quarterly and in the daytime. We have had more frequent meetings and held them in the evenings but there is other work going on in between meetings.

Finance report: Robert is happy to produce a monthly report but we agreed that as we have a small number of transactions that a quarterly report is acceptable.

1. **Ratification of our Three-Year Plan and Budget**Stephan stated that on isolation concerns he would have separate discussions with Donna and Jane. The various reports: Andrea’s and Small Grants are on Google Drive which Vicky will pick up as part of our Communications strategy and take off line.  
     
   It was felt that our Small Grant project is not unique, it’s the same type of applicants with nothing new and that we need to be reaching out to others.  
     
   Donna stated that we have a lot of expertise around the table and there has been a lot of talking over the years but nothing has been done.  
     
   We were then asked if we are happy with the 3 year plan. There were no objections and no one abstained.
2. **Updates on Standing Items**Falcon Road Festival: We were advised that Marlene has now been appointed as Chair and that the festival is on Saturday 29 June 2019.
3. **Membership Issues**Stephen again reminded us that we have a Code of Conduct and that how we communicate with others must be positive. He appreciates everyone is passionate and that we must agree to a positive culture of communicating with each other and not be critical.   
     
   Co-opting of Kate and Felli: there was no clear agreement. Jane suggested that we either invite both or none. It was however suggested that we invite them to a future meeting.
4. **Any Other Business**  
     
   There were no matters tabled.
5. **Date of next meeting**The next meeting will be held in March/April and a date will be circulated. We also need to set a date for our AGM possibly in September