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**Partnership Meeting Notes**

**18th April, 2018,**

**St Ambrose’s Social Club,**

**7.00 pm to 8.30 pm**

1. **Present:** Sarah, Vander, Joanne, Adrian, Helen, Brenda, Chris Allen and Jayne

**Apologies:** Steve, Siri, Colby, Bethany

2. **Notes from February meeting –** Notes Approved. Proposed by Vander and seconded by Sarah.

3. **Conflicts of interest on agenda items for this meeting.** None declared

4. **Partnership Relationships** – Helen led a training session where we conducted some Personal Evaluations and looked at various ways of handling conflict.

5. **L.T.O.** – Chris Allen. Chris has approached St Georges Church to see if they would act as our L.T.O.. Adrian at this time declared a conflict of interest as he sings in their choir. A lengthy discussion followed as to their fit for the role and having a faith-based L.T.O. It was accepted that the role would only last a limited length of time as we were aiming to become our own L.T.O. Termination of the agreement would be subject to 3 months notice on either side.

Adrian proposed that we did ask St Georges to take on the role, Seconded by Vander and carried unanimously. Chris will now contact them on our behalf.

6. **S.L.A. for HomeStart** – Chris Allen read out the proposed Service Level Agreement between HomeStart and Big Local DY10 HGB whereby HomeStart will employ Big Local Workers and provide the H.R. function. Tasking of workers would remain with Big Local DY10 HGB. Sarah asked how this would affect any future funding of HomeStart. Would it be a conflict of interest? As no member of HomeStart has a vote on the Partnership, it was felt that this would not be an issue. Termination of the agreement would be subject to 3 months notice on either side.

The acceptance of the S.L.A. was proposed by Sarah and seconded by Joanne and carried unanimously.

***(The meeting was adjourned here as we ran out of time and the remaining items were circulated via email)***

7. **Chair of Grants Committee** – Brenda had invited a suitable independent person to attend the Grants meeting on Wednesday 25th April as an observer.

8. **CDW report**

1. **Summer Activities.** The programme this year will run from Monday 30th July to Friday 24th August with the usual suppliers of Active Youth Outreach Services and the Harriers and picnics in at least 3 venues (St Ambrose’s Community Garden, Horsefair Flats and Usmere Road.) Last year I was helped with the Picnics by volunteers Ben from Springfield Park (the Apple Man) the Community Champions from 10-32 (Bernardos) under Linda Taylor. 10-32 also supplies a lot of the food from supermarket surplus thus halving the cost of the picnics. This year 10-32 will take over delivering the Picnics on behalf of Big Local thus reducing my workload hugely. Ben is happy to work with Linda. We will make a donation to Friends of Springfield Park as we did last year in lieu of Bens help. We will draw up an SLA with 10-32 and pay the costs of promotional leaflets and banners etc. so that they will still be branded as Big Local Picnics. 10-32 have expressed an interest in possibly doing other in-area venues too. They will need some robust outdoor games/ play equipment and will complete a Grant Application for this so that anything purchased belongs to Big Local as a community asset available for use by other groups throughout the rest of the year.
2. **Sladen View** The attendance at our Open Days was disappointing, however the weather was arctic! The lease is with Community Housing is not yet signed as there are outstanding issues with repairs and heating. Brenda has submitted an AIM grant to get the heating replaced as currently it is not fit for purpose. I have been to family groups run by Home Start and St Mary’s school that are for our target hard-to-reach families, breaking the ice and building the confidence in what we are trying to do at Sladen View.
3. **Awards Evening** Our Awards evening is July 21st. The draft for the nomination form for the two awards has been circulated for discussion.

**9. A.O.B.**

**Home Start AGM**: All Partners are invited to attend on  Wednesday May 2nd  at 11.00 until 12.30 at Stourport Sports Club, Kingsway, Stourport on Severn DY13 8BQ

**Additional item –** WFDC are to hold a Volunteer Fair on Thursday 20th September and groups are invited to have a free stall. Please read this article:

<http://www.wyreforestdc.gov.uk/news/2018-news/april-2018/apply-to-be-a-stall-holder-at-volunteer-fair.aspx>

Should we book a stall? Please let me know by Wednesday 2nd May