

**Partnership Meeting**

**Notes**

**20th February 2019,**

**St Ambrose’s Social Club,**

**7.00 pm to 8.30 pm**

1. **Present:** Bethany, Jayne, Brenda, Robert, Matthew, Helen, Siri, Sarah, Adrian

**Apologies:** Steve, Colby, Vander

1. Brenda wished it to be recorded in the notes a thank you to all partners for their hard work at the focus group evening. This was proposed by Sarah and seconded by Matthew.
2. **Notes** from January meeting read and approved.
3. **Conflicts of Interest** on agenda items for this meeting – Matthew’s training request
4. **LTO- St George’s Finance Update**- Robert handed out his most recent expenditure report to partners and shared the good news that we now have a working bank account! Although due to the format of the banking system, cheques will be used for the foreseeable future. Brenda mentioned that the rates for the office have changed and have been lowered now Home Start have taken on the lease. Robert explained that any expenditure from the old plan can still go through whilst we are submitting the new plan.
5. **The New Plan** – Jayne explained that it was urgent for all partners to look through the plan in order for it to be submitted next Wednesday. Physical copies were distributed, and partners were told that any comments would need to be fed back to Jayne or Beth by the end of the weekend.
6. **Sladen View/Office** –The SLA and lease agreement have been signed for the flat. The next steps are to create an SLA template to share with organisations that want to use Sladen View and to launch an online booking system, controlled by us, that groups can log onto to check availability and book dates in.

**Insurance** – A conversation was had around insuring the contents of the flat and office. There was a concern around the premium being high due to the amount of people using the flat. As the offices’ only items of cost are the laptops and printer, and there is a three-year warranty on all white goods in the flat, it was agreed that insurance wasn’t necessary. Proposed by Sarah and seconded by Matthew, unanimously agreed by the partnership.

1. **Home Start Proposal** – Brenda announced the fantastic news that Home Start’s bid to the lottery had been successful, and that they had been awarded £372,498 for a new psychological therapy service. Giving the opportunity for a family psychologist to provide vital support in the flat, as long as we know the families are from our area. Beth to invite Belinda to our April meeting so that she can update the partners on Home Start’s achievements over the past three years. Home Start’s new proposal was then circulated with partners to continue their support for families in our area. Questions were asked about the location of the family groups, and the need to know exactly where they will be, as all venues need to be in our local area. The costs of venues changing over the years was also mentioned, and it was agreed that Home Start will have to take on any additional cost relating to this. Sarah proposed that we accept and Adrian seconded, the decision was unanimous. Beth to amend the locations on the proposal with Belinda, then circulate to partners.
2. **Training Requests** – A form was created for partners to submit training requests, as we aim to focus further on growing the partnership in our new plan. Slight amendments were to be made, such as relating it back to the plan- Beth to amend this. It was agreed that any form filled in will then come to the partnership to discuss. Sarah proposed the form, Adrian seconded.

The partners discussed Matthews request for an annual membership for *fundingcentral.org.uk*, a website that offers funding guidance, and support for local communities for £100+VAT. It was a unanimous yes for this request to be granted. Matthew is to fill in the new amended request form.

1. **Equal Opportunities and Diversity** – Brenda brought it to the attention of the partners that we don’t have anything in our terms of reference covering equality, diversity, and equal opportunities. The partnership were asked to thing about appropriate wording for these statements for our next meeting in March.
2. **A.O.B** -
3. **Measuring Change** – An event has been set up by Local Trust for Big Local areas to attend in Birmingham on the 22nd March, looking at measuring change and the difference we are making in our area. Beth asked if any of the partners would be interested in attending, Matthew to attend. Helen also mentioned that another Big Local Connects event was taking place on the 13th and 14th September in Nottingham. It was agreed that we would like to attend again this year.
4. **Horsefair and Proud** – It was asked if H&P could host their next meeting in Sladen View, due to the Blue Bell being too busy. It was explained that we are still waiting for the last contracts to be signed. Adrian asked Beth for support with admin duties and social media for their ‘tidy day’ in March. Beth to discuss further with Adrian. Helen also mentioned that Louise Tickle wanted to get in touch with Sarah regarding an article, Helen to contact Louise regarding this.
5. **Volunteer Fair** – Beth mentioned that we had been invited to have a stall at the Town Hall’s Volunteer Fair again and asked whether the partners felt it would be useful. Due to the lack of volunteers gained during last year’s event, it was agreed that it wouldn’t be beneficial.
6. **March Meeting** – Brenda asked if partners had any suggestions as to what they thought should be discussed in our March meeting. Revisiting the skills audit was put forward, and partners said that they would like to invite Vestia/BBO to the next meeting to discuss their plans for Sion Hill. Sarah thought that we should attend spring and summer events this year to promote our new plan.

Our next Partnership meeting will be on the 20th March at 7pm.