

**Notes of Partnership Meeting**

**20th May 2015**

**St Ambrose School**

**7.30pm to 9pm**

**1. Attendees:**

**Members:** Sarah, Jo, Brenda, Terry, John, Siri, Helen, Jayne, Adrian, Steve, Tammy

**Visitors:** Adrian, Steve,

**2. Apols:** Vander

**3. Notes of last meeting:**

Distributed. Sarah proposed they were accepted and Jo

seconded the proposal – all agreed.

**4. Grants and funding**

Working Group to meet 9th June 2015 7.00pm all welcome

Things to think about in advance.

Who makes the decisions?

Guidance for applicants?

What types of grants and funds will there be?

What will the application form look like?

Will there be different procedures for different types of funding?

**5. Meeting with Belinda Darby –Homestart**

As a result of the meeting Jayne and Brenda have invited her to come to the June meeting to talk about what they do and how they train their volunteers.

**6. Clean safe and Green – feedback.**

Jayne mapping out green spaces in the area.

Meeting at the Peacock to be arranged.

Jayne and Brenda invited to a meeting with L Collis and Kathryn Washington on 18th June. Please forward any questions to Jayne.

Next meeting of Clean, Safe and Green is 24th June 2015.

**7. Personal development**

£2,000 per year allocated to partnership for training. Can front load this – maximum amount £20,000 over 2 years and is not part of the million pounds. **Action:** Sarah to get a sample of a skills audit.

To be put on the next agenda – members to consider what training they might like. Members reminded that Big Local Trust held events nationally that they might want to go to (inform handed out previously but can be found on the website)

**8. Change of meeting time**

Meetings to be changed to 7.00. This was proposed by Terry and seconded Siri – all agreed.

**9. Proposed Project Plan for primary Schools**

Handout of the details of the above proposal were circulated to the meeting. Suggest the Harriers as the potential venue with lunch provided. Transport costs also need to be agreed.

Costs will therefore increase.

**Action:** Brenda to circulate new costs at the next meeting.

John proposed the project goes ahead with the new costs. This was seconded by Sarah and all agreed.

**9. A.O.B**

**Holiday Clubs**

Sarah had produced costs. 2 days of week would cost £3,684 to staff. Must be for kids in the area only or potentially would have to pay £15 a day.

Staffing ratios under 8’s 1 to 8

 Over 8’s 1 to 20

Jayne had asked Lesley Fox for events in the Parks but information not available until June.

**Action:** Jo offered to do research on this.

**Energy**

Jayne and Brenda had gone to the WFDC /British Gas consultation. A Powerpoint with the information will be distributed to members – Jayne to chase up.

Energy event at Bishops Wood 10th June was circulated.

**Apprenticeships**

A handout of the costs and arrangements were distributed to members. Terry proposed that proposal was accepted in principle and this was seconded by Siri – all agreed.

Jayne and Brenda now to meet with potential employer.

**Action:** Attendees to approach other potential employers.

**Community Development Workers**

Jayne asked to leave the room while we discussed this. Brenda handed out Job descriptions that had been scrutinized by HR in Vestia. Costings were agreed per the handout. Both jobs would have a probationary period as per Vestia contract.

John proposed we go ahead with the appointment and terry seconded this – all agreed.

**Action:** Brenda to contact Justin and inform him of the decision.

**Networking event**

Helen said that the funding stream for this was not available but had put in a proposal to Ben Lee.

Next partnership Meeting 17th June. At 7.00pm.