

**Notes of Big Local Partnership meeting**

**20th January, 2016**

**St Ambrose Social Club**

1. **Present:** Brenda, Sarah, Adrian, Joanne, Jayne, Alex
2. **Apols.** Vander, Terry, Siri, Tammy, Steve, Mark Lawley  
   Steve has asked to vote by proxy (Adrian). Tammy has asked to vote by proxy (Joanne).
3. **Key Priorities**Key Priorities document circulated. Brenda explained the rationale behind working on Key Priorities rather than remaining theme based. She also explained the difficulties of dividing all spends under themes as so much work was cross-cutting.

Alex and Jayne were asked to exit the meeting.

The Partnership have agreed to extend the Capacity Development for three years. Opportunities for extended employment during that time will be subject to achievable outcomes, determined and agreed by the Partnership.  
Sarah Rook will be part of the annual appraisal process as well as Vestia.

Alex and Jayne were invited back to the meeting.

There was a vote to amend the budget and extend capacity development for the next 3 years. Vote proposed by Sarah, budget amended to £374,625. The vote ended in support for the proposal and included proxy votes.

Brenda explained that a new budget plan will be devised showing Key Priorities spend for the next 3 years.

1. **Plan Update**  
   The Chair suggested some adjustments to the Plan to reflect these changes and will be adding to the ‘Chair’s Introduction’ in the Plan accordingly. It was also agreed that there will be further discussion around when funds can be released. Helen will be asked to re-submit the Plan.
2. **Structure of Partnership:**

There was some discussion around having a focus person (1 or more) for specific projects to save having to come back to the wider Partnership for every decision. It was agreed to initially pilot this way of working with the Horsefair project with Adrian and Joanne as the Partner links. An update of the Horsefair project was requested for the next Partnership meeting.

1. **Expenses Claims**  
   Partners reviewed the Expenses Policy of another Big Local area with a view to developing one for DY10 to support the current forms. After some discussion Partners decided on a way forward. Alex to update document and share at next meeting.
2. **Grants Committee and Applications**Jayne updated there had been 5 Grant Applications. A lot of work had gone into planning the first Committee on 28th January. The Grants Committee Independent Chair is John Stevenson and members of the Committee are Sarah, Vander and Brenda with support from Jayne. Applicants had been asked to attend at specific times for review and questions and all members of the Grants Committee had been sent copies of applications in advance. It was agreed that the Independent Committee should have final say of all grants up to £2,000. Any grants above £2,000 would need to be reported back to the Partnership.
3. **AOB**  
   Joanne shared the sad news that a dear friend, Sharon Tansley had recently passed away. It was noted that Sharon was a community activist and had made a huge difference to the lives of young people in the area and it was proposed that the Partnership consider some recognition of young people in honour of Sharon. The Partnership were all in support and it was agreed that Joanne will speak with Sharon’s family in due course.