

## Minutes of CELL Partnership Meeting

Thursday 24<sup>th</sup> September 2015 at Lynemouth Resource Centre from 7:00pm-9:00pm.

Attendees	Bill Tarbit (Minutes); Pat McCann (Chair); John McCann; Lynn McIntosh; Rebecca Matthews (Minutes); Christina and Bob Manners; Sal Armitage; Andrew Gooding; Guy Nokes; Cnlr Milburn Douglas; Kevin Hindmarsh
Apologies	Max Cairns

Declarations of Interest	<ul style="list-style-type: none"> <li>None</li> </ul>	
Agree Minutes of July Meeting	<ul style="list-style-type: none"> <li>Agreed</li> </ul>	
Matters Arising	<ul style="list-style-type: none"> <li>Christina to contact Paul Brown to arrange a meeting with herself and Pat.</li> <li>Emails have successfully been changed from news to CELL Big Local.</li> <li>Reports need to be chased up by Rebecca from task group leaders so they can be put onto the website.</li> <li>Project Progress Meetings should not be cancelled as they are open to the public. TG Leaders rotate to Chair each meeting. The Chair for the following meeting should be agreed along with the date &amp; time.</li> <li>Christina to mention in the Strengthening Communities meeting that a fund approval form needs filled in for CELL Life and also the events. Andrew has agreed to help if needed.</li> </ul>	<p>Christina</p> <p>Rebecca</p> <p>Rebecca</p> <p>Christina</p>
Plan Evaluation	<ul style="list-style-type: none"> <li>Each individual Task Group is to think about and define their own evidence and how they could collect this. Reference was made to the project proformas. Keep in mind also the four AIMS of the Big Local Programme. The Partnership can call on Pete Duncan to do an overall evaluation when there is sufficient evidence. It was also noted that :-            &gt;Delivery Partners should be involved to see how they could help with evidence collation.            &gt;that evidence will be different for different projects            &gt;that if others are being commissioned to do work such as YMCA that they should be taking the lead on this.</li> <li>Task Group leaders should think about how they are going to evaluate the change their projects are making and also the new Project Coordinator may be able to get involved and help with this.</li> </ul>	<p>Task group Leads</p>

	<ul style="list-style-type: none"> <li>The fixed date for the January opening meeting is Thursday 14<sup>th</sup> January. Kevin to check availability at Lynemouth Institute but members recall that bingo is on Thursdays. Christina to check availability at Ellington Institute.</li> <li>Andrew to send around information about the Newcastle University research so that there is a better understanding.</li> </ul>	<p>Kevin</p> <p>Christina</p> <p>Andrew</p>
<p>Current situation on Project Coordinator</p>	<ul style="list-style-type: none"> <li>There are 7 applicants and we have shortlisted 4 individuals who have confirmed their interview times on Tuesday 29<sup>th</sup> September. Two members have been emailed to let them know that they were unsuccessful and the last individual handed his application in recently so it is being considered.</li> <li>The issue has been resolved with the mix up of the closing dates for the job so we have put the job application back online for a further two weeks to make it fair for other applicants wanting to apply. The applicants being interviewed on Tuesday will be made aware of this also.</li> </ul>	
<p>Accounts – Current Status Report</p>	<ul style="list-style-type: none"> <li>The current status report and a breakdown of each individual Task Group will be sent round monthly so that all members can understand the accounts and what invoices have been paid.</li> <li>Rebecca to speak to Max about joining the Strengthening Communities and Tackling Poverty accounts together on the website.</li> <li>When invoices come in Rebecca is to email the relevant Task Group and make them aware that it is going to be given to Vikki for payment.</li> <li>A Match Funding spreadsheet is to be put together and issued monthly for Task Group leaders to add in their funders for their projects. Rebecca to keep the hard copy.</li> </ul>	<p>Rebecca</p> <p>Rebecca</p> <p>Andrew</p>
<p>Task Group Activity update</p>	<ul style="list-style-type: none"> <li><b>Youth:</b> A new door is being put in at the Welfare for better access from the Youth Club to the Skate Park (quotes been given from Jarrow and Barry Nelson).</li> <li><b>Environment:</b> The footpath is complete. Lynn Bird is organising Friends of The Dene. Before and after photo's are needed of the Dene to show the progress and to show what CELL Big Local is capable of. There is also possible scope for more funding.</li> <li><b>Jobs:</b> Funding from Power to Change. Weave has gone from 1 worker to 5 in the space of a couple of months. Members of Jane Shaw's workshops at the LRC want to hire offices at the Resource Centre to start up their own businesses. There are 3 Funding Requests currently asking for approval. Andrew gave the following extra info:</li> </ul>	

	<p><b>Community Building Rationalisation Study</b> - the funding to undertake this piece of work is in place and the request for CELL Big Local funding is not required at present but may be required in the future as the study progresses.</p> <p><b>Social Enterprise Expansion</b> - the funding from Power to Change has been approved (awaiting the paperwork) and this will trigger the funding support from the Parish Council (£5,000); funding support by way of virement of £25,000 is required from CELL Big Local as part of the condition of grant approval from Power to Change. Virement of funding is required from underspend on the project "NCC Enhancement Team" under the Environment Theme.</p> <p><b>Star Awards for local enterprise</b> - this project is in the approved CELL Big Local Plan and a budget of £5,000 in 2015 and £5,000 is set aside under the Jobs Theme.</p> <p>Andrew agreed to circulate the revised proformas for each of the above projects.</p> <ul style="list-style-type: none"> <li>• <b>Strengthening Communities:</b> Max and Maureen are to join the meetings. Looking at the Community Kitty to see what happens and how it can be accessed for use. More information on the update will be provided after the meeting held on Monday 28<sup>th</sup> September.</li> <li>• <b>Transport:</b> The Morpeth Shopper bus has been very popular in August and it has been confirmed that it is running until March 2016. Also, the winter timetable will be the same as last winter. The Arriva bus that is also running until the end of March 2016. There are no CT services yet within the four villages but it will hopefully be starting with the YMCA to take members to the YMCA hub in Ashington on a weekly basis.</li> <li>• <b>Housing:</b> A meeting is being held with Peter Holloway who wants to get involved and will hopefully be a new volunteer. Also, there is a meeting being held with the County Council and Arch next week to look at the housing within Lynemouth.</li> </ul>	Andrew
Date of next Partnership meeting	<p><b>Monday 23<sup>rd</sup> November @ LRC – 7:00pm till 9:00pm</b></p> <p><b>Christina to Chair</b></p>	

DRAFT MINUTES

12<sup>th</sup> October

Pat McCann

Chair CELL Big Local



LOTTERY FUNDED