

Minutes of CELL Big Local Partnership Meeting on Thursday 13th October 2016 at Lynemouth Resource Centre at 7.00pm

In attendance: Pat (Chair) and John McCann; Kevin Hindmarsh; Max Cairns; Sal Armitage; Bill Tarbit; Andrew Gooding; Guy Nokes; Geoff Crow and Rob Cox

Apologies – Christina and Bob Manners

Welcome and Introductions – The Chair welcomed Kirsty Gilmartin from Northumberland County Council Housing Team and Clare McKay the newly appointed CELL Big Local Project Co-ordinator.

Declarations of Interest – None

Minutes of August Meeting – Agreed

Funding Application – Private Sector Landlord Liaison Officer

Bill had invited Kirsty Gilmartin along to help answer questions regarding this Request for Funding application. A discussion ensued that included CELL Partnership not being in a position to prejudge resident's support for projects / services beyond the life of the existing plan and could therefore not guarantee that sufficient funds would be available to NCC to fund a two year post at this stage. There was also debate about the attractiveness of the role for experienced candidates the shorter the term of the contract. The effort put in by the task group and particularly Bill was noted but on the basis of the above the Partnership agreed to support the post in principle but because the funding needed for the post covers two plan periods, the service proposal would need to be submitted as part of the, hopefully approved by next March 2017.

Matters Arising

1. **Project Co-ordinator** appointed – Clare McKay who will work 15 hours per week (Mondays and part time Tuesday/Wednesday/Thursday which are flexible)
2. John referred to the possibility of additional time for Clare if needed or wanted by Clare – agreed that this would be included in the new plan.

CELL Accounts

1. Andrew reported that the funding for the remaining months of the current CELL Big Local Plan had been approved by the Local Trust. His figures were circulated by hard copy for task group leaders to consider
2. Andrew requested that Task Group Leaders provide him with update spend to the end of this year's Plan and to discuss any discrepancies or clarification of their budgets to the end of the existing plan.

Action Point: TG Leaders / A Gooding

3. Andrew provided hard copies of financial tables suggesting that there had been some small amendments since the last meeting. Guy commented that these were exactly the same ones provided to the partnership at the previous meeting. The adjustments requested had therefore not been made around showing commitments to date and annotation for comments showing where virements had taken place. Guy commented that whilst the table was, as agreed, much improved on previous reporting we were still looking at an incomplete picture.
4. Discussion about interpretation of words – committed, non-committed etc. – Max, Andrew, Sal and Clare to meet and look again at adjusting the format as previously requested by the partnership and that these be circulated electronically in advance of the Partnership meetings.

ACTION POINT: Max, Andrew, Sal, Clare

2017-2018 Plan Update

1. It was reported that Kevin Stoodley was unable to commit time to update the Plan.
2. After discussion, it was agreed that the new Plan would be refreshed by Clare with the support of Task Group Leaders who need to look at what projects they would like to go forward in the new Plan, whether they would be supported by the public and what matched funding was likely to be forthcoming. Guy reminded the Partnership that the necessary steps had all been included in the brief prepared by the Planning the Plan Task Group for a prospective 'external agent' and that he would email this across to Clare to consider.
3. Andrew felt that the Newcastle University Research Project could be carried out during the length of the next plan as an ongoing assessment. **ACTION POINT: Clare & Andrew**
4. The Partnership agreed additional time for Clare if needed/wanted to complete this work.
5. Agreed that there needed to be an article in the next edition of CELL Life seeking public opinion as to what they would like to see supported in the next Plan. Also advertising the new Plan launch Event. **ACTION POINT: Clare**
6. Agreed to launch the new Plan and seek public opinion at an Event on Wednesday 11th January 2017 at Lynemouth Institute. **ACTION POINT: Kevin to check availability**

CELL Life – No update. This will be given at the Progress meeting next week.

Re-positioning of CELL Big Local Boxes

1. John reported that there was a new box in Lynemouth pharmacy and the new PO in Ellington; Rob agreed to have a box in the YMCA.
2. John agreed to write an article for CELL Life re. the new box locations. John wanted the boxes to be smaller in the new locations. Clare to give some thought.

Community Kitty Applications

It was reported that 4 applications had been circulated by email having been approved by the Strengthening Communities TG. As questions had been raised by some Partners on some of these CKA's they were each discussed at this meeting.

1. Application from Little Shop of Surprises in Ellington – it was agreed that CELL BL support was not appropriate because it was a private enterprise but that a Star Award or support from LEADER and other sources might be more appropriate. Agreed that 1st advert from the shop in CELL Life would be free.
ACTION POINT: SCTG to help them with sourcing funding elsewhere.
2. Ellington Village Hall Painting – The Partners agreed this was appropriate for support subject to them using a local painter/decorator.

It was agreed that the Partnership would like to see more support paperwork attached to Community Kitty applications i.e. quotes, invoices etc. to assist their understanding of the application.

Request for Funding Applications

1. Strengthening Communities: Food for Thought: discussion ensued around: were those that signed up suitable beneficiaries?; had their commitment to this (free) course been assessed?; is it value for BL money? As well as whether it could be taken from the Bulk Buying budget without a virement request.
ACTION: **Andrew agreed to discuss with Christina.**
2. Youth: Following a Community Kitty Application for £500 to help the new Scout Group (1st C.E.L.L. Scouts) with their start-up costs (of c.£7-8K) several Partners had queried why we weren't offering substantially more help. It was therefore discussed and agreed to fund the total of their start-up costs (less funds already matched). This would come from the Youth Task group budget and Pat will submit the appropriate form for formal approval. (The Community Kitty application will therefore be withdrawn). **ACTION: Pat**
3. Transport: to support 2 scouts to go on MIDAS training course on 8th November; drivers would also be available for WATBUS volunteer use. Cost of course £205.00. Partnership agreed to support and John to circulate application for approval. **ACTION: John**

Position of Partnership Chair.

As agreed when she took on the role, Pat will stand down after two years as Chair at the end of the year. She had discussed this with Vice-Chair Christina and asked the Partners present for any comments. Pat had already asked Sal if she would consider taking over and she confirmed her willingness to do so. Guy pointed out that the formalities of this job need to be done at the AGM next year so Sal will, in fact, be acting Chair until then following the next Partnership meeting in December.

Max also reported that he will be standing down from the Partnership at the end of the year.

Any Other Business

Discussion about whether the new Plan should be a 2 or a 3 year Plan

Date & Time of next meeting: Thursday 15th December 2016 7pm at the LRC.

25th October 2016

Pat McCann/Chair