

**Partnership Meeting**

Thursday 15<sup>th</sup> December 2016  
at Lynemouth Resource Centre  
from 7.00pm to 9.00pm

*Making a Difference*

*in Cresswell, Ellington, Linton and Lynemouth*



<b>Attendees:</b>	Pat McCann (Chair); Guy Nokes; Sal Armitage; Clare McKay; Max Cairns; Bob Manners; Andrew Gooding; Kevin Hindmarsh; John McCann
<b>Apologies:</b>	Cnlr Milburn Douglas; Bill Tarbit; Rebecca Matthews; Christina Manners; Geoff Crow; Rob Cox

<b>Welcome and Introduction</b>		Pat
<b>Declarations of interest</b>	None	N/A
<b>Agree Minutes of October Meeting</b>	<p>Funding Application: Private Sector Landlord Liaison Officer. Following further Partner discussion post meeting, this post was subsequently agreed.</p> <p>Repositioning of boxes: John will check with YMCA as he's not sure of the usefulness of a box at the Youth drop-ins.</p> <p>Amendment to the Minutes: John did not agree to write article re boxes but the current list of box availability is listed in the Community Membership Application Form. If there are significant changes he will write something for next one.</p>	<p>John</p> <p>John</p>
<b>Matters Arising CELL Accounts Financial Reporting Working Group</b>	<p>All Task Group Leaders are to send Andrew what they will be spending against their budget for Sept 2016 - Feb 2017 asap in order for him to complete the Finance chart.</p> <p>Andrew Gooding to repost reports on spend to date and budgets. He will also incorporate the definitions agreed by the finance group.</p> <p>Concerns around invoices being paid were raised. Andrew explained they should be paid within a week of arrival. He will discuss with Vicky and Rebecca to ensure this happens in future.</p>	<p>ALL TG Leaders</p> <p>Andrew</p> <p>Andrew</p>
<b>CELL Life</b>	<p>Unfortunately the printers returned Cell Life 6 days late which resulted in missing the deliverer's time slot which then had to be rescheduled. In future it will go to the printer 2 weeks before delivery date. Editors were asked if it was possible to publish the submission deadlines for 3 issues in advance.</p>	CELL Life team

	<p>Whilst the Christmas Fayre had already occurred when CELL Life was delivered it was very well attended anyway due to the inclusion of children's events and contact through the schools.</p> <p>An apology will be put in next issue. Any event advertising needs to be put onto the website as soon as it is received.</p> <p>Edition was well received despite issues around printing and subsequent delivery.</p>	<p>CL team CL team</p>
<b>Community Kitty</b>	No current applications.	
<b>Requests for Funding Signing off of agreed requests</b>	It was agreed that physical signatures were not necessary to sign-off the funding requests as Rebecca maintains a spreadsheet of who has approved which of the internal requests for funding (items already in the Plan). She will produce a similar spreadsheet relating to Requests for Funding over £500 (items not already in the Plan) and make sure all previous applications are added.	Rebecca
<b>New Project Plan</b>	<p>Clare has emailed round a first draft of the Plan to all Partners. This does not include the Housing information as Bill has not yet had a chance to review this. An amended version will be sent round when this is updated.</p> <p>We need to have a reasonably robust draft document in time for the Consultation Event on 11<sup>th</sup> January.</p>	Clare
<b>Community Consultation Event</b>	The structure of the day was briefly discussed and it was agreed that a separate meeting would be held to plan this on Mon 19 <sup>th</sup> Dec, 11.30am.	Pat, Clare, Rebecca
<b>Project Evaluation</b>	We need to gather more information to help us evaluate the benefits of the projects to date, and also to confirm expectations in relation to the projects proposed for the new Plan. Clare will circulate two electronic spreadsheets to be filled in for the separate projects, including monitoring information for the work to date, and proposed aims/objectives of future pieces of work. This will be based on the questions in the £500+ form.	Clare
<b>Position of Partnership Chair</b>	Pat McCann officially stepped down as Chair and confirmed that Sal has agreed to take over: subject to any other applications to consider. Max is leaving the Partnership and said this was his last meeting but he will still maintain the website. Sal presented them both with cards and gifts of thanks for their contribution over the last 3 years.	
<b>AOB</b>	At the drop in on Thursday 8 <sup>th</sup> November a Linton resident discussed with Clare the possibility of a Community Drop-In for residents with alcohol	

	<p>related problems. This was discussed and Clare will follow up.</p> <p>John: The Local Trust have assigned a James Turner to collate information for them. All TG Leaders have been asked to complete a form identifying additional resources that have been attracted to our projects. John has sent these out: please respond by 3<sup>rd</sup> January latest.</p> <p>It was noted that the Project Progress Meeting on Tuesday 20<sup>th</sup> December 2016 will be the last Project Progress Meeting as they will be replaced by the weekly drop-in. Further discussions and decisions will be made for the monthly meetings.</p>	ALL TG Leaders
<b>Date and time of the next Partnership Meeting</b>	Thursday 16 <sup>th</sup> February 2017 @ Lynemouth Resource Centre, 7pm – 9pm.	