

West End Million
Partnership Meeting Monday 14th December 2015 7pm
St. Barnabas

Present: Simon (chair), Tigger (secretary), Liz (minutes secretary), Kathryn, Marian, Paul, Mike, Charmaine, Gill, Robyn, Melody, Steve, Garry. (13, 10 residents – corat)
***non resident**

Apologies: Olivia Treasure, Olivia Thomas, Jim, Pat, Andrew, Kieron, Janet.

1. Minutes from last meeting

Proposed by Tigger as true record, seconded by Robyn

2. Constitution (Tigger)

- Proposal: 12 month membership for elected members instead of two years. No objections
- Vice chair: none at present, proposed alternates for each officer role at later date. No objections
- Corus: Happy with this principle
- Public meetings: at least annual AGM, but not including over ambitious target events
- Not formal introduction as stretched thin – being realistic
- Structure: New role on top of officers proposed: facilitator for each working group. Proposed Liz Graydon – lead for housing; Simon lead for enterprise; Robyn will speak to other members of young people group; Katherine will discuss with festivals group.
- Financial decisions: Proposal – standard event proposal form for event ideas. If proposal from working group is less than £300, Mike and two other officers (one being working group lead) can approve; more than £300 or if contentious proposal will come to full partnership meeting.
- Conflict of interest
 - Robyn: raised concerns about being penalised from voting on LTO as being member of CEEP.
 - Proposal of a majority required of 2/3 for decisions: no objections (as long as meeting is corate). Agreed, no objections.
 - Garry raised concerns about non-residents being penalised for not living in area: clarified non-residents still have equal rights of vote. Tigger suggested we add a caveat into the constitution.
 - Proposed: to revert back to 51% residents on partnership to keep simple, no named allocations such as businesses etc. Agreed, no objections

3. Locally Trusted Organisation

- Simon proposed thanks to CEEP for being our LTO up until now.
- Opening up to all organisations again.
- 21st January 2016 deadline for applications. Officers sift by 25th January, for discussion by partnership on 8th Feb
- Simon proposed no-one from partnership who is receiving money from potential LTO applicant can vote for LTO. All agreed, no objections.
- Simon read out requirements of LTO. No further additions from group.
 - Concerns by Garry and Kathryn about short one year agreement, if work goes over one year.
 - Simon stated LTO can draw 5% of money we draw from Plan e.g. £5,000 from £100,000 WEM plan.

- Group want flexibility to stay with same LTO if it working.
- Can also ask Big Local extension for plan and LTO funds.
- Can also have many LTOs if we want i.e. one per working group
- Can add weighting to organisations for being from West End.
- Request for advertising the LTO application: CVS newsletter...
- Proposed officers shortlisting applications and ask shortlist to give presentations at partnership meeting on 8th Feb. Agreed, no objections.

4. High Impact Project

- 14 point criteria: high visibility, high impact, lots of beneficiaries, achievable, low risk, popular, feel good, easy to implement, linked to theme...
- 3 top ideas shortlisted:

1. (Robyn) Pay rent and set up costs on two empty shops to create pop up shop to showcase local cottage industry and talent, give them start up business opportunity.

2. (Kathryn) Flags, bunting and banners for spring season – Sept, then changed into lighting up streets string lights in winter: community arts project.

3. (Liz on behalf of Pat Williamson) Installing net on basketball court for young people to use basketball court.

Vote: 1 for Shop proposal

Vote: 10 for flag proposal

Jo, Melody, Kathryn (lead), Robyn, Gill, Charmaine

ACTION: Kathryn to send proposal to Jim and Paul.

5. AOB

- Shane's invoice discussion postponed to January meeting
- Jim will be sending draft action plan before January meeting. ACTION for all: to comment on draft before meeting.