

Minutes of
William Morris Big Local - Partnership Meeting

Locus of Walthamstow, 1 Chingford Road
Tuesday 3rd July 2017

Partnership members present

Adam Taylor
Alison Caldow
Angela Rouse
Chrys Christy
Mohamed Khan
Lawrence Walker

Others present

Alan Horne – Crest WF (L.T.O)
Gabriel Edwards – WMBL Development Worker (minutes)
Sian Penner – Local Trust Rep

Apologies

Gillian Jacob
Emily Rogers
Valentina Lewis
Valerie Stapleton

1. Welcome and Introductions	Actions
<p>Chrys welcomed everyone to the meeting</p> <p>There was an introduction to the meeting space by host Stella Taliadoros who spoke about Locus;</p> <ul style="list-style-type: none">- New multipurpose community space.- Flexible, affordable space that welcomes all sections of Walthamstow for people to put on what they want.- Pop up shop, hot desking and meeting/function room- 1-1 music practice room.- Small, manageable space that in time may be able to manage itself or have its own staff attached to.	

2. Minutes of the last meetings

The meeting had read the minutes of the 5th June 2017 and agreed them as an accurate record.

Actions from the June minutes:

Palmerston Pub. Adam hasn't yet spoken with the Palmerston pub about Community Asset registration. Update at next meeting

Following up with interested people from the forum

Gabriel has followed up with everybody that expressed an interest in being involved with WMBL.

The resident who had enquired about job sharing the Partnership role was given feedback from the last partnership meeting and informed that covering childcare costs may be an option.

Resident will be putting herself forward as a sole member.

Gabriel asked the meeting if the Partnership was happy to approve childcare costs as and when needed. This was approved by the meeting.

Terms of reference for subgroups

Angela explained what she has included in the draft and it will be circulated around the partnership for feedback.

3. WMBL Plan

Local Enterprise Update from Lawrence

- Blackhorse Workshop project agreed. Lawrence gave an update on the project, its outcomes and how it is being promoted. Will be launched at the Garden Party.
- There is an opportunity to work with Unltd. The scheme would support social enterprises and entrepreneurs in the area. They would provide £100k of investment (training, mentoring, staff support, some grants) for a WMBL contribution of £50k. Sian gave some additional background to Unltd work to date and its role as national Big Local partner. Lawrence has a meeting with them on Thursday 6th July. Following discussion by the meeting the Partnership agreed that this opportunity should be followed up. Lawrence can put in an Expression of Interest if his meeting with Unltd is positive.
- Emerging sub group for enterprise theme. Will bring together the

<p>group after the summer which will be a mix of residents, businesses and local experts.</p> <ul style="list-style-type: none"> - Freelances and small businesses union being driven by Stella Creasy. There will be an Indy Cube in Walthamstow which is a co-working support space for this. Lawrence was asked if William Morris Ward could host the next meeting. <p>Suggestion for the WMBL plan for Local Enterprise to be a mix of pilot projects, further research and a continuation of developing the theme in the first year with a fuller programme emerging in years 2 and 3.</p> <p><u>Outdoor Spaces Update from Angela</u></p> <ul style="list-style-type: none"> - ideas from first planning day were condensed down into a plan and talked about at the second planning day. Still a number of objectives and activities to get mapped out and budgeted. Angela and Gabriel working on a second draft to be presented at next meeting. - Angela also updated meeting on the general values work for WMBL. She has gone through all of the existing documentation that exists and pulled out key words and phrases associated with WMBL values or principles. The working document to date was presented and showed 4 key areas of how WMBL aims to go about its work; Integrity, Inclusiveness, Community, Creating Change. Document will be shared around and then at a future planning meet can settle on the key principles and words. - Google drive folder available for Greenspaces, Gabriel will add folders for the other themes for shared working. <p><u>Community Theme Development – Group Work</u></p> <p>Gabriel summarised what had been looked at for this theme at the planning session on 1st July, and then the partnership discussed further development of the theme and next steps for it. Gabriel also shared information on all of the community chest projects to date. Comments and main points were:</p> <ul style="list-style-type: none"> - Celebration of people, cultures, diversity, arts - Bringing people together through a range of activities - Key themes apparent from thinking so far; encouraging community activities and community engagement, bringing people together, support for isolated people & developing neighbourhood care programme - Scope out an event for WMBL and where in the events calendar it would fit - Scope Befriending and Neighbourhood care programme 	<p>GE / AR</p> <p>GE</p>
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<ul style="list-style-type: none"> - Careful to make sure this theme will be manageable - Could have flexibility to allow vibrant groups to approach us about activities and have some mechanism of funding these. However this needs careful thinking on process, fairness and openness. Ensure availability of funds to groups who have not had the means to reach funding previously. <p>Subgroup tasked to narrow down the theme to the key elements and scope out what activities could be achieved and over what timeline. How much of plan will be more scoping, what can we deliver in year 1?</p> <p>Gabriel to speak with Polly in BL Hackney Wick about an isolation project delivered there.</p> <p>The meeting talked about the mechanics of funding and how projects will be funded in the new plan. Grant windows, tendering, commissioning and open calls were discussed as well as the potential for organisations to pitch ideas to WMBL. Processes and transparency in how projects are funded will continue to be important as well as having strong rationale behind decisions. The meeting agreed that WMBL must make sure that all organisations and groups in the area know about the funding opportunities especially smaller groups with less knowledge, experience and ability. Having a good relationship with Community Waltham Forest and potential community group funding support schemes in the WM Ward were ideas suggested.</p> <p>Gabriel to invite Community Waltham Forest to next meeting.</p> <p><u>Next steps for plan</u></p> <p>Plan Draft will be presented at the September Forum Sub groups working on each theme Sian doing annual review Adam will help edit the overall plan. Meeting to decide budget and resourcing the plan will take place at a date following the Forum. Value for money will be built into process and budget will be checked and signed off by Local Trust. New themes for the plan to be included in the next Newsletter</p>	<p>Community Sub Group</p> <p>GE</p> <p>GE</p>
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<p>4. A.O.B</p> <p><u>Garden Party</u></p> <p>Rota and details for WMBL presence at the Garden Party were arranged. Adam and Gabriel to work up a new postcard sized information flyer.</p> <p>Angela introduced a William Morris Ward skyline idea where residents could nominate a landmark or building to be put forward for a WM Ward skyscape designed and then used on WMBL related communication. Meeting agreed to follow up idea and have a nomination list at the Garden Party.</p> <p><u>Rebrand Part 2</u></p> <p>Meeting agreed to continue with Aimee Capstick for the second part of the design brief as her work has been good and would keep consistency and continuity. Part 2 will include the design of templates for newsletter, website, social media, posters and info flyers. This piece of work was detailed in the original design brief and does not need to go back out to tender.</p> <p>Gabriel can update Twitter, Facebook and the Website with the new logo whilst the second part of the rebrand is conducted.</p> <p>Sian suggested Gabriel be based at Locus for drop in sessions as a visible presence.</p> <p><u>May Morris exhibition sponsorship</u></p> <p>Chrys brought the idea of WMBL sponsorship of the forthcoming William Morris Gallery exhibition on May Morris. The gallery is currently crowd funding. Meeting discussed the merits of sponsorship, but will need more info. Chrys to look into it further and email details back to partnership.</p>	<p>AT / GE</p> <p>AR</p> <p>GE</p> <p>CC</p>
<p>Next Partnership meeting 7th August 2017 at William Morris Community Centre</p>	

Summary of Action Points arising from meeting	Person/s responsible for Action	Timescale
1. Adam to update on the Lord Palmerston Community Asset registration	AT	<i>Next Meeting</i>
2. Greenspaces updated plan to be circulated before next meeting	GE / AR	<i>Next Meeting</i>

3. Google drive folder to be created for all themes for shared working	GE	
4. Further develop the Community Theme.	Community Subgroup	
5. Gabriel to speak with Polly in BL Hackney Wick about an isolation project delivered there	GE	
6. Invite Community Waltham Forest to next meeting	GE	
7. New postcard sized information flyer for WMBL produced.	AT/GE	<i>By Garden Party</i>
8. WM Ward Skyline development	AR	
9. Update Twitter, Facebook, Website with new logo	GE	<i>By Garden Party</i>
10. Email partnership more info on May Morris exhibition, partnership to give feedback.	CC / All	