

Minutes of

William Morris Big Local - Partnership Meeting

William Morris Community Centre, 6-8 Greenleaf Road,
Tuesday 7th November 2016

Partnership members present

Adam Taylor (AT) – Vice Chair
Gillian Jacob (GJ)
Mohamed Khan (MK)
Peter Stanton (PS)
Chrys Christy (CC) - Chair
Lawrence Walker (LW)

Others present

Sian Penner (SP) – Local Trust Rep
Gabriel Edwards (GE) – WMBL Development Worker (minutes)
Claire Gannon (CG) – Worth Unlimited
Alan Horne – Crest WF (L.T.O)

Apologies

Alison Caldow (AC)
Angela Rouse (AR)
Cassie White (CW)
Valerie Stapleton (VS)

| | Actions |
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| <p>1. Welcome and Introductions</p> <p>CC welcomed everyone to the meeting and gave a H&S brief for the building.</p> <p>Everyone introduced themselves around the table</p> | |

2. Worth Unlimited – Priory Court Youth Club update

Claire Gannon from Worth Unlimited handed round a written summary of the Youth Club and Youth Bus project and presented this to the meeting.

The key points were;

Youth Club

- 29 youth club sessions delivered so far, 19 remaining.
- Average of 20 young people attending
- Fit for fun basketball sessions happening in conjunction with youth club giving the young people an extra activity.
- Boxing fitness will take place via Fit for Fun also
- Police coming down and will be doing a bike marking session
- Sexual health worker being invited to speak and advise young people also.

Youth Bus

- The broken generator on the bus will be repaired on Friday 11th November
- There has been problems with attendances due to the irregularity of the bus sessions and the numbers have not been high for the days where it has been parked near the fire station.
- Claire liaising with Chantelle of Gnome House Youth Club to establish best place for youth bus to park for the 6 Gnome House sessions.
- Suggested a different site for remaining fire station sessions.
- Omnibus Way suggested by PS
- Youth Bus has another 8 sessions in total funded by WMBL to deliver
- Funding for both Youth Bus and Youth Club finishes in March 2017, CG asked Partnership to consider whether it wants to continue funding either of the Worth Unlimited projects beyond March 2017.
- CG has not secured any other funds yet for beyond March 2017.
- 8-12's age group highlighted as needing services

Claire Gannon then thanked the Partnership for their time and left the meeting

The partnership discussed how to best use the remaining 8 sessions of the Youth Bus. It was raised that it was difficult to park around Gnome House and passer by visibility would be limited.

Omnibus Way was discussed as a potential good location especially as little focus had been given that part of the ward up to now. PS said he would take

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| <p>visit Omnibus Way and check that the bus has space to park and manoeuvre It was then agreed that if suitable WMBL would ask Claire to split the remaining 8 session evenly between Omnibus Way and Gnome House.</p> | <p>Action 1 P.S</p> |
| <p>3. Minutes of Last Meeting & Matters Arising</p> <p>PS reflected that the WSW proposal from the previous meeting had been good but costs for the Urban Canvas project seemed high</p> <p><u>3rd Party administration of grants</u></p> <p>SP told the meeting she had spoken with the Chief Executive of the newly formed CVS for Waltham Forest “Community Waltham Forest” and that they had expressed interest in administering grants for WMBL. Crest WF had also expressed interest and if the Partnership wanted to proceed with tendering then a draft tender document could be circulated for approval.</p> <p>It was suggested that once the new Director of Community Waltham Forest is recruited they be invited to a Partnership meeting.</p> <p><u>Distribution of Newsletter</u></p> <p>PS stated that he never received the Newsletter through his door. It was also noted that for some people the leaflet arrived at the same time as a load of junk mail. GE said that WMBL had not been charged for this newsletter drop owing to the credit on the account from previous however he was disappointed to learn of problems again.</p> <p>The meeting discussed various alternative options including using volunteers, street champions and recruiting young people to deliver the leaflets. GE said he had delivered the Priory Court leaflets with a helper and found it a good way to do outreach at the same time and speak to people face to face.</p> <p>It was decided that GE would build a network of volunteers to help deliver the January newsletter.</p> <p>The minutes for September were signed off as an accurate account of the meeting.</p> | <p>Action 2 S.P</p> <p>Action 3 GE</p> |

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| <p><u>Previously funded organisation</u></p> <p>GE gave an update</p> <p><u>WF Somali Women's project</u></p> <p>GE gave an update on the project. The partnership discussed and raised questions for GE to follow up with the WF Somali Women's Group</p> <p>GE will feedback to the Partnership once he has spoken with Maryam</p> | <p>Action 4 GE</p> |
| <p>4. Partnership Review</p> <p>GE handed round a partnership review form for everyone to complete. SP explained that this happens once a year to monitor diversity of those involved with Big Local. The forms were filled in and passed to SP.</p> <p>GE gave out details of a Partnership networking event taking place in central London on the 25th November open to all Partnership members and LTOs. GE to email this to everyone included those not present at meeting.</p> <p>AT said he had gone to his training by Local Trust on Legal Entities and Incorporation. He said there had been 18 attendees and although the subject matter had not been exciting it had been very interesting to meet other Partnership members from other areas and speak to them about their own challenges and experiences.</p> | <p>Action 5 GE</p> |
| <p>5. Reflection on November Forum</p> <p>GE gave his impressions and feedback on the Forum and then asked the meeting for their feedback and what might work well for future forums.</p> <p>The main points raised were;</p> <ul style="list-style-type: none"> - the venue was difficult to find due to it being dark and covered in scaffolding - Parking close to the venue is difficult - Poor weather may have contributed to low attendance. - Inside space was very good but the room had gotten cold as the | |

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| <p>evening went on.</p> <ul style="list-style-type: none"> - Refreshments were a good idea, but there was too much food - The presentations were valuable and helped show what WMBL is funding. - Some negative feedback from the audience as has been the case previously but interesting questions were raised on participation and reflecting the community. - The social element was good and interesting conversations were had during the refreshment part of the forum. - Could possibly show videos from other Big Local areas at future forums | |
| <p>6. Working relationships with Councillors</p> <p>SP informed the meeting that she had been unable to coordinate a meeting with all 3 ward councillors. She suggested inviting them to the next Partnership meeting and discuss how we can best work with them.</p> <p>PS said that there had been councillors on the partnership in Hackney Wick Big Local.</p> <p>L.W asked whether councillors were allowed on the partnership as he thought Big Local was supposed not to be political and solely resident led.</p> <p>SP gave some background and reasons why Hackney Wick had councillors on the partnership and that it was an interim measure to get the project there on track.</p> <p>SP summarised that some distance had been created between WMBL and the ward councillors and that any relationship formed with the councillors should be on WMBL's terms.</p> <p>AT said that when working with councillors on past projects it had made things much easier to get done.</p> <p>SP to invite councillors to first meeting in the new year as December meeting will be an informal social meeting.</p> | <p>Action 6 SP</p> |
| <p>7. Community Chest update</p> <p>GE informed the meeting that a total of 10 applications had been received. He asked whether the partnership would like to hold an extra meeting to assess the applications or whether a sub committee of at least four members be formed.</p> | |

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| <p>It was suggested that the key details of all applications be summarised on a document, circulated to the partnership, and then for decisions on each to be made at the Partnership away day. This was agreed.</p> <p>GE will circulate a detailed summary document for the Partnership members to look at 1 week before the away day.</p> | <p>Action 7 GE</p> |
| <p>8. Next Meeting</p> <p>Will be on the 12th December and be an informal / social end of year meeting</p> <p>Ross Wyld care home suggested by PS as a future venue for 2017</p> | |

| Summary of Action Points arising from meeting | Person/s responsible for Action | Timescale |
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| 1. PS to scope Omnibus Way as site for Youth Bus | PS | |
| 2. SP to invite new Director of Community Waltham Forest to a future partnership meeting | SP | <i>Once new Director in place</i> |
| 3. GE to build a network of volunteers for the distribution of Newsletter | GE | <i>January</i> |
| 4. GE to speak with Maryan of WF Somali Women's project | GE | |
| 5. GE to email details of partnership network event | GE | <i>asap</i> |
| 6. SP to invite councillors to January meeting | SP | <i>Once Jan meet date set</i> |
| 7. GE to circulate detailed summary document for 10 community chest projects to be discussed at Partnership away day | GE | <i>11th November</i> |