



Gaunless Gateway Big Local Monthly Meeting



Date: Tuesday 25 January 2022

Time: 6:00 pm Location: Woodhouse Close Church Community Centre

Present:

Decision Makers: Alan Anderson (AA), Anne Ramshaw (AR), Ann Williams – Maughan (AWM), Kelly Rutherford (KR), Lynn Rielly(LR) Lee Brownson (LB), Rupert Wansbury (RW)

In attendance: Barbara Slasor (BS) Community Development Lead,- minute taker, Jeanette Harold (JH) Big Local Rep, Steve Robson (SR) LTO,Jo Grant (JG)The Auckland Project and Sam Galilee (SG) First and Cllr Cathy Hunt (CH) elected member (left meeting at 7pm)

Apologies: Colin Dixon (CD Resigned) George Smith, Vicki McGowan, Alison Curry and Susan Graydon (SG) Partnership Support &Volunteer Broker.

House Keeping / Health and Safety: Anne Ramshaw outlined that no fire drill expected and nearest evacuation points.

1. Welcome and Introductions: Lee Brownson welcomed everyone and introductions made

Declaration of Interest: No one in attendance declared a financial/ non-financial interest in agenda items.

Cllr Cathy Hunt shared some sad news about one of her colleagues for West Auckland Division, Cllr's Mark Idwal-Roberts who had suddenly passed away. Cllr Roberts had previously attended partnership meetings and working groups and his input would be missed.

Jeanette had received correspondence from Colin Dixon, decision maker for Woodhouse Close who had resigned. Colin's contributions were acknowledged and he would be welcome to re-join at any time in the future.

2. Minutes of the previous meeting: the minutes were agreed.

Matters arising / action points:

Steve commented that the Memorandum of Understanding (MOU) mentioned at the previous meeting had not been shared with him or discussed for some time. However, this would not hold up the draw-down of funding via Local Trust for agreed plan delivery and collaboration could take place on this in due course.

3. LTO Financial Report – Steve Robson SDEA

Grant offer letter from Local Trust (LT), our funder to SDEA acting as the Locally Trusted Organisation has now been received with a condition; that Service Level Agreements (SLA's) for capital and revenue projects awarded to Community Interest Companies (CIC's), are put in place.

This is to protect the partnership, grant recipient and LTO, by removing liability and risk and that the grant recipient would ensure any asset remains for community use. Beyond the funding period.

The capital agreement outlines the following; purpose and agreement and context, use of funding, provisions relating to the asset, changes to the project, maintenance and insurance, VAT, roles and responsibilities, publicity, record keeping, reporting, state aid, payment terms, material breach and default.

SR circulated the draft capital SLA , specific to Bridge Creative CIC grant and explained the key headings described above and invited any questions.

SR explained that the revenue SLA template could be customised for each individual project and would outline expectations during the life of the project and any changes. The Community Development Lead would work with each project to ensure it was fit for purpose.

AGREED: All Decision Makers present understood and agreed to the content of the draft capital SLA , discussion relating to revenue SLA and were happy for SR to submit, on their behalf, to Local Trust.

4. Big Local Representative update – Jeanette Harold

Annual General Meeting (AGM)

JH reminded the partnership to plan for their AGM and suggested they consider March. This would give enough planning time, to advertise current vacancies and would be a good opportunity to share their legacy plan and engage and involve more people.

JH suggested looking at other role descriptions to encourage others to get involved and use individual's specific skills effectively. One role example was around information, communication and publicity.

Action point: BS to circulate skills audit created as part of the partnership's development working group.

BS reminded all that there was an AGM event plan, used at previous AGM's including a presentation template that could be updated. At previous AGM's some of the delivery partners have been invited to share some of their highlights and impact from project funding received. The event would be an opportunity to introduce partner organisations supporting plan delivery and provide a chance to network.

LB would check the partnership's Memorandum of Understanding (MoU) to make sure they advertised the AGM in accordance to the terms outlined. He would also check to see when the document was last revised.

Partnership Review

JH led lengthy discussions around the annual review (a Local Trust requirement).

She read out a number of questions and recorded specific answers.

The process provided an opportunity to reflect on how effective the partnership's activities had been to date and to discuss solutions to partnership challenges.

5. Worker reports- Susan Graydon and Barbara Slasor

A combined work report is circulated in advance of each meeting providing the partnership an opportunity to ask questions, express an interest in getting involved in ongoing project work and for staff to share good news stories.

BS highlighted work being undertaken in Dorset Place on Henknowle Estate with residents and stakeholders. Durham County Council and Believe housing have finally agreed to land ownership and maintenance. A scheme of works and investment has been agreed to improve health and safety concerns raised by elected members on behalf of residents. The improvements will also reduce ongoing maintenance costs on the estate and potentially reduce anti-social behaviour issues.

Discussions are ongoing to secure additional investment to improve the estate further, which could benefit Henknowle Community Centre and Bridge Creative Enterprise Centre.

BS has discussed the criteria for Towns and Villages Revitalisation Fund (TVRF) with Andrew Walker from BASAAP and Peter Henderson TVRF Coordinator. This has now been raised at TVRF task group as a potential project.

6. AYCC project updates

- **Big Purple Playbus**

A progress report has been circulated in advance of the meeting for consideration. The Playbus engine needs to be replaced and is currently off the road. Quotes for rebuilding the engine have been received however there is no guarantee to the longevity of a second -hand engine. AYCC are not in a funding position to carry out the required work. A number of questions were raised.

BS informed the group that AYCC had a meeting arranged with Michelle Booth who is supporting AYCC with the Playbus business plan.

SR suggested a dedicated working group including AYCC representation to explore all of the options before any decisions could be reached. He was happy to host and chair this initial meeting.

- **Youth initiative incorporating Streetgames**

Equipment has been delivered to the working mans club from the Parish Council to help facilitate youth club activities.

Note takers supplementary information: LR , BS , Peter Henderson and members of West Auckland Parish Council are meeting with Head of Oakley Cross school, Sian Atkinson to explore options for wider community use of their Multi Use Games Area (MUGA)

7. Any other Business

JH circulated an opportunity for the partnership to take part in workshops facilitated by Just Ideas as a pilot fully funded via Local Trust. This could be opened up to non -decision makers and BS suggested inviting delivery partners

Agreed : LB and BS to progress and circulate information and dates.

8. Date and time of the next meeting- Tuesday 22 February 6 pm venue to be confirmed

Future Full Partnership Meetings in 2022 will be kept to our usual 4th Tuesday of each month, here are dates in the following year:

Tuesday 22, March 2022, 19, April , 24, May , 28, June 26, July, 23 August 27, September 25, October, 22 November and no December meeting.