

Windmill Hill - Big Local

Partnership Meeting / AGM

13th August 2018 at 10.00-12.00

Windmill Hill Priory View:



Board Attendance:	Board Apologies:
Mike Shepherd (Resident)	Cllr Pauline Hignett (Ward Councillor)
Irene Bramwell (Chair and Resident)	Phil Saunders (Vice Chair and Resident)
Wendy Dunn (Resident)	
Billy Bramwell (Resident)	
Margaret Hicks (Snappers and resident)	
Jackie Fernandez (Snappers and resident)	
Jane Smith (Onward Homes)	
Tanya Lowe (CHI and resident)	
John Tynan (Resident)	
Claire Hunter (Children's Centre Manager)	
Jon Thain (Resident)	
Nicola Banlin (Resident)	
Colin Powell (Resident)	
Bobbi Slavin (Resident)	
Nicola Goodwin (HBC)	
Iain Hunter (Resident)	
Alex Boss (Resident)	

In attendance:
Anne Sherriff (Local Trust Facilitator)
Chris Featherstone (HBC)
Sharon Thornton (CHI)
Philip Thornton (CHI)
Dan Ellis (Big Local Partnership support worker / Groundwork CLM)

<p>Welcome and Introductions:</p> <p>Minutes and Matters Arising:</p> <p>Minutes accepted as an accurate record. CH NB</p> <p>Resident Topic:</p> <p>Nothing raised with DE</p> <p>Health and Well-being Hub Feasibility Update: NG</p> <p>Windmill Hill, Well Halton video. There will be further videos as the programme progresses. Good feedback</p> <p>NG – quick recap of the feasibility process.</p>	
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Option 4 identified as the preferred option with Community Shop committing to the project in January 2018. An estimated 780 households in W. Hill eligible for support from Community Shop. Accessible to all Halton residents in need not just W. Hill. Representative from Community Shop will be at the September Partnership meeting to explain the model.

Feedback on Option 4 given to the immediate residents – still had many concerns about any development at the Children’s Centre but did acknowledge plans had changed due to their concerns.

Feasibility study now completed. Option 4 has been costed at £4.5m – huge amount of money needed, and nothing secured so far. Next phase to secure the funding, e.g. Lottery, but is an expectation of a contribution from Big Local.

Partnership agreed to a door knocking exercise in September to ensure everyone has heard of Big Local and has a chance to learn more about the Hub and a chance to be more involved. By early October all partners, (Church, HBC, Housing etc) will be asked to formally feedback on the report with a decision on their commitment.

A chance for six residents to visit a Community Shop in Athersley, Barnsley, on either 11th or 18th September. Will be a full day, minibus leaving 8.30am back by 4.30/5.00pm. DE to collate names of those interested in going on the visit. NG does need to know quite soon. JTy, BS keen to go. PSaunders wanted to go last time.

Good videos on-line that explain the model;
<https://www.companysshop.co.uk/community-shop/>

Company Shop set up in St. Helens in January provides the infrastructure /logistics to support *Community* Shops in surrounding areas. Hope to open 5 or more community shops in the Liverpool City region.

IB – Community Shop brilliant model for those that can access it, but worried about those that can’t. IB heard from those that can’t access it not supporting it. Only the shop element is membership based - rest of offer can be accessed by everyone. (Community Shop was first identified by Big Local ~4+ years ago)

Community Shop also brings with it 15 jobs, (1 chef, 2 training mentors and 12 part-time retail jobs ringfenced for Windmill Hill residents). Some concern that these may just replace Co-op jobs not create new jobs, however Co-op is a big supporter of Community Shop.

Also concern about the size of any Big Local contribution to the Community Shop and Halton wide access. NG - any contribution to the whole scheme, also including the Church, the Children’s Centre, public realm etc. Contribution is only drawn down if the project goes ahead – i.e. rest of money secured.

IB Issues highlights need for door knocking – raise awareness of Big Local and Hub programme.

AS – reminder that Big Local is to try and improve the outcomes for the wider community - It doesn’t have to be every single individual. 45% of children live in poverty – these families are struggling and need help and whose lives could be turned around by this.

Still uncertainty about exactly how the model works and who is eligible. Keep questions for Community Shop presentation at September meeting.

DE

CHI Update: Café and Activities Update

Café – at last café sub-group meeting CHI were asked to estimate the costs of getting the Urban Café up and running.

CHI assessed the costs as £35,000 - costs include complete refit of kitchen – appliances, cupboards, display units, counter and installation. Refurbish exterior and interior. Furniture, utensils, cutlery and crockery and décor, insurance, internet and waste disposal. PT sees this a maximum but hopes to come in cheaper.

In return for Big Local support, discounted café prices for Windmill Hill residents, discounted room hire for Windmill Hill residents and groups, free hosting of Big Local Partnership meetings and events, exclusive rates for catering for Big Local events, explore local producers from Windmill Hill, preference to Windmill Hill applicants for training and any future employment positions, range of activities through the year for residents, e.g. Xmas parties, Easter and summer events for families, young people and older residents.

CHI expect to continue to keep Priory View open – PT not aware of any plans to shut it. WD worried that it would close if CHI opened the Café. CF – Big Local also looking at setting up a CIO and that could oversee Priory View if ever CHI were unable to manage both. Really important Priory View is still open.

PT – only recently learned that HBC will be operating a tendering process for the Café – not previously mentioned. HBC keen to ensure the process is open and transparent. Hub and Café projects are totally separate.

CHI can't go ahead with the Café business plan and tender process unless they know Big Local will support them with the refit / refurbishment set up costs. MS reminded group the Partnership had already agreed the £105k interest payment was allocated to Phoenix Park and the Café and youth provision if needed.

Considerable discussion about whether a loan or grant was preferable. A loan is compatible with Big Local principals (following strict rules about lending money, would need a partner approved by the FSA that can lend money) but the support of the Café project and the development meetings had been based on Big Local grant support. Any 'profit' from the Café is reinvested in the activities and services run out of the café. Café subgroup will continue to meet to help develop the project. DE to arrange next meeting.

DE

Partnership agreed in principal for the refurbishment costs being available to enable CHI to progress with their Business Plan and submit a tender proposal to HBC. Only if the tender proposal is successful will CHI draw down the costs needed for refurbishment (which may be well under the £35k maximum due to support from Howdens and Jewsons)

At September meeting – CHI expect to have their Business Plan ready for review. Local Trust can review the Business Plan. Everyone on the Partnership will have access to the Business Plan after it has been scrutinised by Niamh Goggins at Local Trust.

CHI

Activities Update:

End of Project update:



Existing SLA with CHI ended on the 31st July 2018 (tied to end of the Phase 3 Windmill Hill Plan). It is in the new 2018-2020 Plan that CHI will continue in their current role at Priory View and partnership happy the SLA is 'rolled forward' with continued financial support – until a time when the Cafe replaces the Big Local funding.

DE

Future Football and Futsal proposal. Colin Powell

Numbers at his sports camps have been better this year especially in the summer with decent numbers again.

Proposal for 2018-2019 for Partnership Consideration. Costs assume only one coach – if numbers became too high would need to get another coach.

Under 7's and 8's team too late to be considered for the local football league but can get them playing in a futsal league from late September.

Sports Development at HBC can part fund the coaching courses (up to 50%).

For after school sessions need to go inside from Oct-March due to dark nights etc – cost of Sandymoor School needs to be factored in to costs. Colin to type up and email to DE.

NB feels it has been better advertised this time. Could sponsor the team, may help raise profile further.

Details.

HALF TERM CAMPS

OCTOBER 3 DAYS, FEBRUARY 3 DAYS, EASTER 6 DAYS, MAY 3 DAYS COST £1500

AFTER SCHOOL

23 WEEKS X £35 (SANDYMOOR) £805

23 WEEKS X 25 (COACHING) £575

CLUB DEVELOPMENT

Futsal balls

10xsize 1s £102.90

10size 2s £107.90

10size 3s £110.00

10size4s £127.90 Ginga Sports prices

Bibs £40

We could call all leagues the Big Local futsal league, incorporate your signage, etc

KITS

UP TO 20 KITS POTENTIALLY; £800

COST PER TEAM; £50 PER TEAM FOR SEASON LEAGUE FEES

£900

COACH DEVELOPMENT; FOOTBALL LEVEL 2 £430 ROBBIE STEVENS

LEVEL 1 LUKE MCKINLAY £179.00

BOTH ELIGIBLE FOR PART FUNDING FROM SPORTS DEV.

CONCLUSION

Above are all suggested costs. There are some you may want to and also not to fund. I would appreciate a speedy decision on what you want to do. This way we can plan for the season.

Some costs would be initial costs, such as kit, league fees, balls.

Costs for after school are not immediate, this will come into effect in October.

Half terms are costs which are ongoing as normal.

Coach education costs need to be decided on asap.

Would you let me know on the above this week?

Regards, [Colin](#).

DE to email proposal round for Partnership support. Prompt response appreciated.

DE
ALL

Marketing and Publicity: Jon Thain

JTh updated his proposal for leading on Big Local publicity and marketing.



Web Design Halton -
Big Local Quote Review

JTh reviewed his time spent on Big Local and feel he underestimated the time the newsletter took (uses a new timekeeping app). Also spent time creating a 'Whats On' page on the website, QR codes and a new Big Local logo. *New logo*

approved for all Windmill Hill Big Local uses – really good.



Website is <http://windmillhill.online/> JT can provide website statistical info at next meeting.

JTh

JT feels new quote is a fairer reflection of his time.

JThain stepped out the room.

DE explained his original contract was from Oct 17 – Sept 18 but felt he had more than delivered on what was set out. Reviewing the proposal now to bring it in line with the Plan dates.

Partnership accepted new quote from JTh to continue his Big Local marketing and publicity role.

JTH stepped back into the room

DE to draw up new LSA with JTh.

DE

Big Local New Plan: DE

Since August 2nd Windmill Hill Big Local officially has its new 2018-2020 Plan. It was reviewed by Claire Babbs with good feedback and recently endorsed by Local Trust.

The main part of the plan is the three tables that the Partnership have worked on and seen before several times. Thanks to MS, IB and NG who all contributed to the rest of the plan.



Windmill Hill Year 4
and 5 Plan FINAL.pdf

BMX Track Update:

Big Local have previously committed £30,000 to the capital costs of the BMX track and a contribution towards the HBC Landscape Architect fees. CF secured funding from the Area Forum to pay for the outstanding LA and HBC will also provide the 11% third party match to Viridor for a £20,000 bid.

The LA met with young people from CHI to discuss design ideas and they visited the track in Ellesmere Port – which presented them with the sort of challenge they would like to see in the Phoenix Pak track.

The LA will present a timeline of work stages – the plan is for it to be built in the spring of 2019 so it's open for late spring summer (assuming Viridor bid successful).

DE

Door Knock Update:

<p>Need another meeting to pull together the material needed and plan the activity in more detail. IB do need a group of volunteers to support the activity. JT looking at new branded logos we can use.</p>	DE
<p>AOB:</p>	
<p>Boundary Commission: IB</p>	
<p>Halton consulting on Boundary Changes. Current proposal is to include a slice of Castlefields. Is a worry that the deprivation in Windmill Hill could be masked / diluted if Windmill Hill was included as part of Sandymoor.</p>	
<p>Go online and comment.</p>	
<p>https://www.lgbce.org.uk/all-reviews/north-west/cheshire/halton</p>	ALL
<p>IB will draft a response that can be shared and submitted as part of the Partnership.</p>	IB
<p>Big Local Connects:</p>	
<p>Sue, Zita and Mike all went to Big Local Connects. MS has already fed back and Sue keen to as well as she enjoyed it. DE to meet her first – as she is happy to be more involved.</p>	DE
<p>BIG2WEEKS</p>	
<p>Finished on Friday 10th – generally thought it went well. DE will suggest a time for a ‘wrap-up’ meeting with to discuss how it all went to improve it for next year.</p>	DE
<p>AOB+</p>	
<p>IH reiterated need for Big Local to be more visible in its achievements. e.g. opening of the accessible play area in Phoenix Park, defibrillators etc. Big Local should get more credit than it does. Blue Room leaflets had no mention of Big Local either, although Norton Priory will correct this with new logo.</p>	
<p>AS suggested JT could review our promotion and suggest ways to improve it, either on-line, plaques in physical spaces or how to present ourselves at events? JT has a variety of logo designs that can be used. Can there be a ‘Welcome to Windmill Hill’ sign e.g. the advertising on the roundabout boards? BMX track presents an opportunity to develop a PR strategy.</p>	JTh
<p>BB – Any update on CIO? DE has a meeting pencilled in with Annie at Halton CVS for October 8th at 2pm. She will go through the roles and responsibilities of being a CIO trustee so any residents interested know exactly what is required of them. Hopefully enough are still interested to then get a CIO established. AS suggested agreeing numbers and skills (e.g. business/finance) needed before the meeting so Trustees aren’t simply self-selected. It’s about the right team working together. MS – the CIO is the delivery arm of the Partnership – some membership overlap but two distinct bodies.</p>	
<p>DONM:</p>	
<p>10th September 10-12noon at Priory View. Apologies NB, AS.</p>	ALL