

Windmill Hill - Big Local

Partnership Meeting

21st January 2018 at 10.00-12.00



Windmill Hill | **Big Local**

Priory View:

| Board Attendance: | Board Apologies: |
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| Phil Saunders (Resident, V.Chair) | Jane Smith (LHT) |
| John Tynan (Resident & Pixel Perfect) | |
| Ann Marie Tynan (Resident & Pixel Perfect) | |
| Nicola Banlin (Resident, FOWH) | |
| Jon Thain (Resident) | |
| Margaret Hicks (Resident, Snapper Photography) | |
| Tanya Lowe (Resident, CHI & Pixel Perfect) | |
| Bobbi Slavin (Resident) | |
| Wendy Dunn (Resident & Thursday Night Club) | |
| Nicola Goodwin (HBC) | |
| Irene Bramwell (Resident, WOW) | |
| Billy Bramwell (Resident) | |
| Jackie Fernandes (Resident) | |
| Ian Hunter (Resident) | |
| Nicky Gascoigne (Resident) | |

| In attendance: |
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| Chris Featherstone (HBC) |
| Anne Sherriff (Local Trust Facilitator) |
| Sharon Thornton (Creative Health Initiatives – CHI) |
| Dan Ellis (Big Local Partnership support worker / Groundwork CLM) |
| PJ Horton (Resident) |
| Phil Thornton (CHI) |
| Pete McGowan (Resident) |
| Di McGowan (Resident) |
| Natasha Watson (Resident) |
| Jon Farmer (HBC) |
| Jodie Hyde (Resident) |
| Jordan Jackson (Resident & CHI Volunteer) |

Welcome / Introductions / Apologies for absence:

Surface Water Flood Risk: Jon Farmer, HBC Highways Development Team:

Under 2011 Floodwater Management Act – HBC responsible for flood risk. Duties include surface water flood risk and surface water modelling identified 15 risk areas in HBC (sewers responsibility's stays with UU). Bridgeway / Lockgate is one of these areas at risk - with 104 properties at risk in a 1 in a 100-year storm event, not day-to-day events.

Environment Agency (EA) – surface water flood risk maps, available on-line.
<https://flood-warning-information.service.gov.uk/long-term-flood-risk/map>



With EEA drawn up a programme to mitigate the risk – and have applied to EA for grant funding to deliver the improvements. EA funding is allocated to project, (none required from Big Local). JF to do more detailed consultation over the plan (in February) and target those properties directly affected. Improvements include flood doors, airbrick blocks, roadside modifications (e.g. higher kerbs to deflect water) and some new walls and landscaping to divert water away from properties. Hope work will start in later Spring /Summer.

If gulleys / drains are blocked with leaves inform jonathan.farmer@halton.gov.uk or flood.managament@halton.gov.uk. The more precise the location better.

ALL

Some properties are damp – which is a Landlord issue and not related to the flood risk modelling work.

Minutes of last meeting / actions.

Had the BIG2WEEK review meeting / 2019 events meeting which went well. Going to be 3 weeks the BIG SUMMER! Got some ideas around a Big Top / Circus type activity for the Summer.

Hub feedback notes shared.

CIO update – IB has shared objects with Annie at VCA. Annie will email those that were interested in being trustees.

Advertising on the roundabouts. CF to check – ongoing, update at next meeting.

CF

General discussion about estate signs. Niall from Onward thinks that it is something

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| they can look at but in the new financial year. | |
| Added into new grant conditions that any equipment bought through Big Local funds the applicant needs to be clear with what happens to these items if the group folds. | DE |
| DE to revise BL Plan to draw down additional funds already agreed for CHI and potentially the BMX track if the Viridor bid fails. Just do one revised plan for all additional expenditure rather than several. | DE |
| Blue Rooms – DE meeting with Bec Fearen from the Blue Rooms at Norton Priory to be clearer with how the Direct Payments work in funding the project. IB Disability Partnership has a direct payment officer – who help individuals use social care budget to access other services. | DE |
| BMX Project Update: CF, Viridor funding deadline at the end of January - bidding for £20k. HBC providing the 3 rd Party Match. Bid to Environment Fund in April for revenue costs. Planning permission granted last week. Aiming for early summer opening. | |
| Small Grant Applications. Hamper project did not cost BL as much as anticipated. HBC has estimated up to 40 families but only 12 referred from Windmill Hill. BL would like to be more involved in future – and will be invited to a planning meeting. IH believes lower numbers due to efforts of a local Resident – Dave Rendall who delivered 70 hampers out across the estate! Dave does it every year and managed out of the Pub and takes collections. DE to contact DR – to see if BL could help in anyway. DR takes 3 days off work to deliver them all. | |
| DE has feedback from Mike Burrows on his small grants .A few new small grant applications received –but to be dealt with at a sub group meeting as previously agreed. | |
| JTh sorting a BL gazebo and a sign for outside Priory View. To agree with Onward Homes. JTh to provide a spec for plaques to be suitable for putting on project sites. | JTh |
| JTh requested material for the next Spring magazine please! Include any Easter activities. Hope for early March delivery. Pixel Perfect prepared to deliver them if needed. Need to sort out the winners of who spotted 'Snowy' in the magazine. | ALL JTh/DE |
| Thanks to the Craft group for decorating the Xmas tree at St Berts (and handmade Xmas cards for the hampers). | |
| Did not get the chance to review the Awards Evening – but presumably it is something BL wants to do again and plan for 2019. | DE |
| Role of Local Trust facilitator: Anne Sherriff | |
| Local Trust have reviewed the Facilitator role – the 150 Big Locals have about 65 reps as some have up to 4 BL areas. Local Trust plan to reduce it to about 40. Facilitator Role has been firmed up, with core role taking up approx. 1.5 days a month - but new support available if additional support / expertise is needed. This hasn't been available before. New Facilitator role is available to view -AS to share with DE to share with the minutes. Partnership can pick and chose what extra support is needed. AS to check who pays for any additional time / support. | AS AS |
| Conflict of Interest: Anne Sherriff | |
| Important to understand the core principals of Conflict of Interest. AS shared a few scenarios for Partnership to discuss. DE shared Conflict of Interest paperwork – to get an up to date register. DE to collate. | DE |
| Election of New Chair: Anne Sherriff | |

IB resigned after the last meeting, and Phil as vice chair has agreed to chair this meeting. Three options –

- Phil to Chair partnership until the AGM. New chair / vice chair elected then.
- Is PS happy to stay as Vice Chair – elect a new Chair temporarily till AGM
- Do nothing?

First timers at meeting not eligible to vote on this issue.

No support for option 3, to muddle on?

PS happy to continue as Chair. BS and IH also prepared to stand as Chair. If following Constitution neither appear to have either been attending for a year and attended 50% of meetings in last 12 months. AS – need to stick to the rules until Partnership agrees to change them at an AGM.

AS – need to do some checks on attendance and review again at the next meeting? DE will check minutes and see who attended and when. Don't need to physically be at the next meeting to be a candidate. Discussion again about evening meetings as feeling that it is unfair to FT workers. However, Partnership had already discussed at length at previous meetings and voted to keep them in the morning.

AS: If no one is eligible to be Chair as per the Constitution needs to be discussed again at next meeting.

CHI – Annual Report and Café News

ST – CHI won the tender for the Café!! *Round of applause* Have met with Lisa Mosely to go over the Heads of Terms. HBC to draw up the lease – CHI will get someone with legal advice to go over it. Hope to be open Easter with luck! Loads to do.

CHI

Existing SLA to be updated now Cafe has been secured. Grant agreement for the Café project (refurbishment and lease costs) to be finalised.

DE

ST thanked the Partnership for the help and support.

PT – provided a CHI annual report to add to the minutes.

PT

X

WD - worried about the closure of Priory View. CHI have no plans to close it, and not aware of Onward wanting to close it. Need clarity from Onward about any future plans for Priory View. Partnership to ask Jane at next meeting. Discussion about the Café – CHI happy to share the Business Plan and answer any questions.

DE

Church Development: Nicola Goodwin

Quick reminder of progress. Steering Group that has been overseeing the project – acknowledged concerns and feedback regarding the Hub and the only element that had overall support was the development of the Church space – create a larger flexible hall space, café offer and landscaping. Article gone in newsletter to update community and letter to immediate residents by Church. No response.

To progress Church Plans need to be more detailed (RIBA Stages 3 and 4) – to secure Planning Permission.

NG shared proposal on Monday 14th with most of the Partnership as not enough time in a full Partnership meeting to discuss fully. Architects have quoted ~£20k for the next phase of development work. Well Halton have agreed to support ½ the costs. If

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| <p>BL wanted to support, it would therefore be ~£10k to support. No need to make a commitment on any capital contribution <i>now</i> but only support the next stage of development if the Partnership does want to see the project succeed. Total Church Project estimated at £1.3m – these costs considered worst case scenario. HBC will look for other match funding but other funders would expect Big Local to show financial support as an indication of community support. If Big Local does not support it neither will other external funders.</p> | |
| <p>X</p> | |
| <p>IB says Carole has had plans drawn up for the Church – which the Partnership should look at. No one aware of any plans - never been mentioned. Next steering group meeting is the 25th Jan, Stephen will be there and can feedback on Carole's Plans.</p> | |
| <p>Majority decision to support the next development phase, but NG will ask for Carole's Plans, report to the Steering Group meeting (on Friday 25th) and come back to the next Partnership meeting before do anything else. PS, DE and BS to attend the Steering Group.</p> | <p>NG</p> |
| <p>Pixel Perfect – Anne-Marie Tynan</p> | |
| <p>Hosted several different photo shoots over Xmas, learning along the way. Xmas photo shoot went really well, also had craft activities. Thirty spaces available, 28 booked out and 43 children attended ages from 6 months to 15yrs. Catered for children with additional needs – parents really appreciative. Met with Annie, gone through all policies and procedures and decided to stay as a Community Group – hoping to run more shoots every other month to coincide with school holidays. Hoping to apply for next stage of BL funding – will send an application through to DE. Pixel Perfect changing to committee structure with new volunteers. CF helping with updated constitution. AMT to share some of the photos. Photos cost to cover printing costs and room hire etc for photo shoots. In the Tesco Bags of Help at the moment, and applying to Awards4All.</p> | <p>AMT</p> |
| <p>Xmas shoot to be an article in the next newsletter.</p> | <p>AMT</p> |
| <p>Marketing and Publicity: Jon Thain</p> | |
| <p>Starting on the next newsletter – so please forward content and ideas to JTh asap. PT need to update the Partnership photos on the website – out of date. Perhaps take a photo at the next meeting? IH footballing success a good article for the newsletter. Perhaps an article on Dave Rendall and his Xmas hamper efforts – deserves recognition.</p> | <p>ALL JTh IH DE</p> |
| <p>CF waiting for colleague to provide cost of advertising on the WH roundabout. IH suggested banners on lamp-posts? CF to ask highways.</p> | <p>CF</p> |
| <p>Small Grants: Three received from the Priory View groups to help with room hire costs for the next 12 months. Decision to be devolved to a small grants panel. DE to email round for volunteers.</p> | <p>DE</p> |
| <p>DONM:</p> | |
| <ul style="list-style-type: none"> • Monday 18th Feb: Monday 18th March: Monday 22nd April: • 20th May: 7th June: 22nd July: 19th Aug: 16th Sept: 21st Oct: 18th Nov: | <p>ALL</p> |