

## Windmill Hill - Big Local

### Partnership Meeting



17<sup>th</sup> July 2017 at 5.00 – 7.00 pm



Windmill Hill Children's Centre:



Board Attendance:	Board Apologies:
Mike Shepherd (Resident / Vice Chair)	Stephen Torr (Resident & Vicar, St Berteline's & St Christopher's)
Jacque Jones (Resident)	Jane Smith (LHT)
Phil Saunders (Resident)	Cllr Pauline Hignett (Ward Councillor)
Susan Brownlow (Norton Priory)	Chris Featherstone (Halton BC)
Irene Bramwell (Resident, Well North & Big Local Community worker)	Kathryn Muscroft (LHT)
Jon Thain (Resident)	Rodney Rowe (Resident)
Nicola Goodwin (HBC)	Claire Hunter (Children's Centre)
Lisa McCulloch (Resident)	Dominic Egan (Resident)
Jackie Fernandez (Resident)	Beth Edwards (Resident's Assoc.)
Margaret Hicks (Resident)	
Lisa McCullough (Manager of Sunshine Nursery and Resident)	
Dave Jones (Resident)	
Jaquie Jones (Resident)	

In attendance:
Anne Sherriff (Local Trust Facilitator)
Rob Sugden (Renaissi)
Clare Babbs (Local Trust – Plan Assessor)
Dan Ellis (Big Local / Groundwork CLM)

<p><b>Welcome and Introductions:</b></p> <p><b>Minutes of last Meeting:</b></p> <ul style="list-style-type: none"><li>DE has had site meeting with HBC Landscape Architects on Phoenix Park re: BMX / pump track. HBC have reviewed their original quote 'revised' doc below.</li></ul> <div style="text-align: center;"> Bike Track Costs      HBC Fee from Open Spaces FEstimate(revised).pd</div> <ul style="list-style-type: none"><li>Cost of a levels survey and utility searches still to be finalised but likely to be significantly less (had costed whole park).</li><li>Overall cost reduced from ~£10500 to ~£3500. Gets us to the stage of having an outline plan so we can start consultation.</li><li><b>Partnership agreed to commission this piece of work.</b> DE to raise PO</li><li>Time capsule reburial has been delayed to 18<sup>th</sup> September. St Bert's School still collecting material and granite engraving of new capsule not yet complete.</li></ul>	DE
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<p>Big Local to put in the new Plan, feasibility study, newsletter. LHT to pop in a newsletter.</p> <ul style="list-style-type: none"> <li>• LHT conducting a feasibility study on behalf of Big Local to buy a residential property to then rent out to local people. Ongoing.</li> <li>• Meeting with LHT at Westwood on June 5<sup>th</sup> about improving Children's Play value with JT &amp; DE. JT to pull together some consultation materials – will share before talking to surrounding residents.</li> <li>• WOW photography project – work currently exhibited at the Brindley until September.</li> </ul>	<p>ALL</p> <p>JT</p>
 WOW Brindley Photos.docx	<p>JT</p>
<ul style="list-style-type: none"> <li>• Best photos to be put on the website, newsletter – JT to share his email address. WOW to develop a Windmill Hill calendar. Afterwards photos going to be displayed in Liverpool Open Eye studio.</li> <li>• Windmill Hill Defibrillator: CH to look at costs at providing 2 defibrillators and let Big Local know shortfall in costs. Big Local keen to support.</li> <li>• Small Grant Applications: Sunshine Nursery had their grant and spent it! 31 children and parents went to Stockley Farm – kids loved it - was absolutely brilliant and the Play Bus also a hit with children and adults. Sunshine Nursery are going to start a small savings club to help parents cover the cost of other extra activities in the future. Lisa to provide pictures for the newsletter.</li> </ul>	<p>CH</p> <p>LM</p>
<ul style="list-style-type: none"> <li>• Jim's Benches: DE to meet with JS / MS and Margaret about location for benches to determine landowner.</li> </ul>	<p>DE</p>
<p><b>Year 3 New Plan Assessment: Clare Babbs</b></p>	
<p>Clare sent by Local Trust to assess the Windmill Hill Year 3 Plan; 1st August – 31st July. CB likes the 'All about Year 11' theme.</p>	
<p>Discussion focussed on;</p> <ul style="list-style-type: none"> <li>• Health and well-being hub feasibility and Business Plan.</li> <li>• Resident involvement on the Partnership and in the delivery of plan activities.</li> <li>• BMX feasibility.</li> <li>• Healthy and sustainable places.</li> <li>• Training for Partnership members.</li> </ul>	
<p>Clare hopes her report will be submitted to Local Trust by July 28<sup>th</sup>. Local Trust will quality assure it and be signed off by the end of July. Report will be available to the Partnership.</p>	
<p><b>Phase 2 Plan Review Feedback - Anne Sherriff</b></p>	
<p>Plan review started in April with Partnership at Norton Priory and signed off in May with Local Trust – a requirement before submitting a new Plan.</p>	
<p>One of the suggestions for improvements from Local Trust was to get feedback on the events - will develop some questions to do this during the BIG WEEK.</p>	
 Plan 2 review feedback Windmill t	

Hub feasibility study needs to be the focus of the next Newsletter.

Agreed it was a useful exercise and will need to do it all again in a year!

AS

### **Health and Well-Being Hub Feasibility Update. NG**

HBC have placed the order has been placed with the Consultants. They have started collating back ground information and NG is developing the stakeholder group. Buttress is really excited about the proposal and appreciate the huge difference a Hub could make to the community and appreciate the responsibility they have in getting it right. Big challenge is the service delivery model and sustainability model. Exciting though – “we are moving!”

#### **Newsletter:**

JT designed latest newsletter (for free), now looks very professional! Being printed by HBC (O2 contact on sick leave)

Would make sense to use JT’s expertise to create and design future newsletters, but Partnership need to be open and accountable as to how they would commission the Service.

AS shared experience of Ridge Hill Big Local Partnership where a member was doing their marketing and promotion and they wanted to make the arrangement more formal. To show they got the best value, they drew up a tender specification and sent to three providers. The returned quotes demonstrated that the best price and value was to use their own Partnership member. It enables Partnership to justify a decision based on price and value. JT would take no part in the process of designing the specification or evaluating responses.

DE to work with IB / PS / JF to amend Ridge Hill specification. Share specification and meet up to agree final copy.

DE



Communications  
Consultancy tender,

#### **Election of New Chair:**

Existing constitution not clear on replacing a Chair mid-term. Mike as Vice Chair has been acting as Chair since Iain stepped down. Three possible options;

1. Another election for Chair and Vice Chair
2. MS steps up as Chair till AGM and vote sooner for a Vice Chair
3. Wait till AGM (March) to vote for a Chair and Vice Chair.

Current eligibility rules in the Constitution mean only residents who have been supporting the Partnership for 12 months or more can be Chair or Vice Chair. Guidance from Local Trust around conflict of interest says that workers paid through the Partnership cannot be in key roles and to avoid family members holding several key roles.



2017-07-11 Big  
Local partnerships u

Ideally the Chair of Big Local would also need to be on the Steering Group for the Health and Well-Being Hub – a crucial role for the next 6 months or so at least for the feasibility. Need continuity in this role.

Discussion about whether 12 months’ membership was too much – narrowed down number of potential residents eligible? Suggested could be lowered to attending

3,4,5 or 6 months or meetings.

Agreement that Mike takes role as Chair till AGM in 2018, which gives continuity to Big Local and Well North Hub steering group. DE to ask for volunteers from the Partnership to stand as Vice Chair at the next meeting and to elect position. Also look at lead resident roles – to work alongside officers to deliver Plan. Training provided to everyone for various committee roles on Partnership. At next AGM change constitution about eligibility timescale if agreed.

DE

### Small Grant Applications:

None received.

### AOB:

- Latchford (Warrington) Big Local NW Networking Event in September let DE know if interested.



Latchford  
Networking mtg.doc

ALL

- Take the BIG WEEK programme to hand out. School have 100 to hand out to every child. Whole programme also in the newsletter that will go to every house.



FINAL BIG WEEK  
EVENTS CALENDER 2

ALL

- Coady Goodall success! Christine thanked Big Local for supporting Coady – he WILL represent GB at the European championships in Budapest!



Coady with  
medal.jpg

- Chris at the Archery Club asking for funding towards re-wiring the Woodlands Building (Castlefields) costs ~£10,000. Big Local unlikely to fund building repairs but could support in other ways if the Club has members from Windmill Hill e.g. subsidised membership? Check he has applied to Area Forum. IB - Suggest he asks Andy Gaskin for a quote? Invite him to a meeting to see what he hopes to achieve. CF to go and see him – may be an Awards for All bid?

CF

- Sci Tech Daresbury – Community Day on Friday 28<sup>th</sup> July for Halton Residents. Amazing world leading stuff going on in there but uptake is still low from Windmill Hill. Please promote! Book at the WHCC. £2 *per family* but food and transport is provided.

ALL

### DONM's

- Monday 21st Aug at WHCC
- Monday 18th Sept
- Monday 16th Oct
- Monday 20th Nov
- Monday 11th Dec

ALL