

Windmill Hill - Big Local

Partnership Meeting / AGM

25th June 2018 at 10.00-12.00

Windmill Hill Priory View:



Board Attendance:	Board Apologies:
Mike Shepherd (Resident)	Cllr Pauline Hignett (Ward Councillor)
Irene Bramwell (Resident)	
Phil Saunders (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)	
Anne-Marie Tynan (Resident)	
Claire Hunter (Children's Centre Manager)	
Jon Thain (Resident)	
Nicola Banlin (Resident)	
Michael Soetendal (Resident)	
Bobbi Slavin (Resident)	
Nicola Goodwin (HBC)	
Phil Saunders (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)

Welcome and Introductions:

AGM:

Update on Project Activity. This has been covered in depth during the Plan Review so was not gone into any further detail.

Finance Report.

DE presented a current summary of plan expenditure to date.



AGM Expenditure
Summary.docx

From original Phase 3 Plan budget of £137k the Partnership have spent or committed £85k and have ~£52k remaining. Still some expenditure due e.g;

<p>BIG2WEEKS. Any underspend will be returned to Local Trust and be available as part of the next Plan.</p> <p>Election of Chair and Vice Chair.</p> <p>Mike and Phil resigned from their current Chair and Vice-Chair roles.</p> <p>Mike has decided that he won't be seeking re-election as he needs to focus more time on his family. He will continue to support the Partnership but can't keep up his current time commitment as Chair. Partnership thanked Mike for his time, effort and commitment over the last 5 years in helping Big Local.</p> <p>IB put herself forward as Chair and PS was prepared to continue in the Vice Chair Role. Both elected un-opposed. Thanks to IB and PS.</p>	ALL
<p>Residents Topic.</p> <p>Margaret Hicks is aware of some older people near where she lives who struggle to get down to Priory View to take part in the Big Local or activity. How can we help.</p> <p>CHI to ask existing users of Priory View / Bingo participants who drive a car if they may be prepared to pick up other residents. As part of a Community Door Knock exercise transport problems could be part of the conversation. Future 'resident's topics' could be requested on fb.</p>	CHI
<p>JF asked about a sub-group that was due to help inform the Hub. JF and BB had offered to support – DE to check earlier minutes and feedback. JK also struggles to read the agenda etc as the font is too small. DE to print off a larger version.</p>	DE
<p>Minutes and Matters Arising:</p> <p>Minutes accepted as an accurate record.</p>	
<p>CF to share HBC Waste Management leaflet (waste collections, recycling etc) for the estate.</p> <p>Litter pick activity to be incorporated into the BIG2WEEKS.</p>	CF
<p>Raised Beds: FOWH have taken two raised beds. CHI to take one. Nicola Banlin to have one. IB to speak to the Syrian families again. Onward Housing will have a raised bed if not taken by residents.</p>	IB
<p>Skills audit outstanding DE</p>	DE
<p>CHI June Update; ST</p> <div style="text-align: center;">  CHI REPORT-june 2018.docx </div> <ul style="list-style-type: none"> • RAMParts proposal PT <div style="text-align: center;">  ramparts application.docx </div>	

Looking at supporting mainly 16-20 year olds but open to anyone interested. Fits in with the BMX proposal and Big Local's aspiration to engage this age group. CHI happy for bikes to be donated, could be fixed up and sold on. Bikes would be community assets – not for the individuals. Safety gear needed as the young people cannot afford them.

ALL

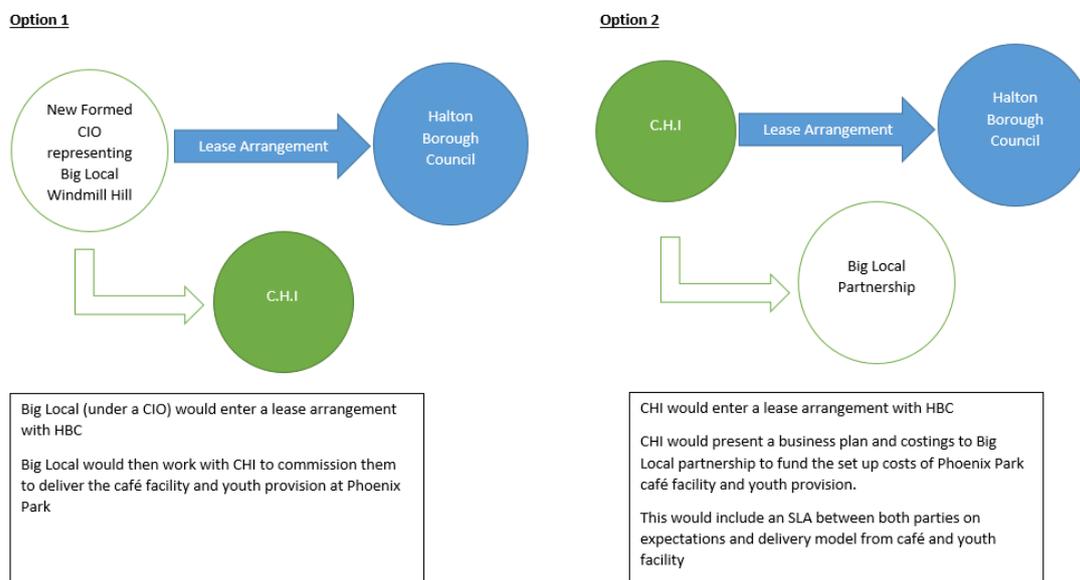
Partnership supported the proposal. To be included in the new Plan.

Urban Café: Update and Options: CF

HBC approached Big Local about leasing the Café as BL had previously shown an interest. HBC have also recently shown CHI inside the Café for the first time. BL can't enter a lease with HBC as the Partnership isn't a formally constituted group.

Two options:

Big Local - Options for delivery model of Phoenix Park café / youth facility



Partnership to decide which option they feel most appropriate.

MS initially concerned it may be too much for CHI as only newly established. AS suggested a CIO can be set up in days rather than weeks if you have the residents willing to be trustees of it. An easy process, a standard structure and downloadable from the website. However, under Option 1, the CIO is responsible for the lease/contract, so has all the risk and liabilities. Partnership also needs some legal advice before agreeing to underwrite the costs of the lease with CHI to ensure BL are protected if things go wrong and the business fails.

DE

CHI working on a Business Plan but had been difficult without seeing the space until recently (Friday). However, if Option 1 was favoured it would be for the CIO to develop the Business Plan and not CHI.

HBC may accept a 3-year lease with an 18-month break clause, with some rent-free period to offset capital investment to get café open. Needs negotiation.

CIO would be ideal for overseeing other BL projects. AS suggests setting up a CIO regardless – even if it isn't used for the Café – and it will be increasing useful as BL progresses and leaving a legacy.

DE

<p>The CIO as a separate structure could be commissioned / paid by the Partnership to deliver elements of the Plan e.g. the BIG2WEEKS. It recycles BL money into the community, but still an element of control over how it is spent.</p> <p>Partnership had already agreed that the interest payment of £100k was to be allocated to Phoenix Park, the Urban café and services specifically for young people. This will easily cover the lease payment and refurbishment. Under Option 2 CHI need to present the Partnership with a business case for funding.</p> <p>CF happy to support a sub-group to discuss in more detail as a big decision. If consensus is Option 2, residents review and agree the CHI Business Plan which is presented at the next Partnership meeting. If agreed, an SLA drawn up that both CHI and Partnership so have clarity on the expectations.</p>	CF
<p>CH can provide names of companies who can provide quotes for fitting out kitchen.</p>	CH
<p>Plan Review: AS</p> <p>A final look at Question 7 in the Plan Review. CHI provided some very helpful feedback about Big Local, not all of it positive which provided food for thought and prompted a review of marketing and publicity. However, AS felt it didn't answer the question about Big Local Outcomes. AS provided a template to be completed individually or in pairs. Anne will then collate and update the Plan Review and submit to Local Trust. AS will also include the CAB report as an Appendix.</p>	AS
<p>Health and Wellbeing Hub Update: NG</p> <p>NG provided a quick recap. The original three design options narrowed down to one preferred option - a new Option 4 which was a combination of Options 1 and 2. Main difference is that Option 4 is all on one level – no second floor in response to local resident concerns. NG shared the new Option4 for comment but still amendments to be made by the Architects so not for sharing wider.</p> <p>Community Shop have reassured NG their timescales are more flexible than initially indicated.</p> <p>Additional car parking shown on the Health Centre Site. However, please note, the site will be returned to grass first as part of the original agreement the School had with the Health Centre / CCG. If this was not done and the Hub plans fail to progress the School / HBC would be left with the cost of returning the site to grass.</p> <p>Due to cost and complexity any development will be staggered and if the money can't be secured (£3m+) it won't happen. More funding available to the Church so likely this element may happen first. A more detailed understanding of the cost breakdown required, and what funders are likely to support needed and for BL to think about their own contribution.</p> <p>No commitment from CCG as yet, but NG will be asking key partners to complete a template about investment in the project.</p> <p>Next steps, need resident feedback, especially to those that live closest to the site and then to the wider community through the newsletter but also – door-knocking. NG suggested that Mondays are a 'door knocking day' – gazebo at the end of the road and a team of BL residents and partners use it to chat to residents. Not just about the Hub, also about transport, health issues etc.</p>	

A visit to a community shop will also be useful – the best way to understand how it works and the benefits. Door knock may not go well but “Partnership has to try!” Residents need to be aware that a Community Shop is a means tested membership scheme and not everybody will have access.

IB wants to be sure that Partnership has a mandate from the Community before investing a significant amount. Need a standard package of material available, agreed questions and information to share. Another sub-group needed to decide best approach - a lot of information to get across.

MS asked how much of the original £1m is left. DE shared figures from Local Trust.

Including the extra interest payment of £105k, Windmill Hill has £1,105 000 allocated to it. If the Partnership spends all of this year’s Plan allocation (which it won’t) it will have £793 000 left. With current underspend and future interest generated on this – there is over £800k left.

If the Partnership decided to allocate £500k to a Hub building there would need to be a cut off after which it would no longer be available.

Be useful for residents to visit a community shop – but good videos on-line; <https://www.companysshop.co.uk/community-shop/> Residents helping door knock have priority to go on any visit – so they can cascade to their neighbours.

New Plan: 2018-2020. DE

- **BMX Update:** Steph Davies from HBC has reviewed the potential external funding sources see attached.



Phoenix Park Fund
Options for BMX.doc

Unfortunately, only Viridor seems appropriate at the moment although HBC are also checking with Veolia. SD has submitted an Expression of Interest to Viridor – for the maximum £20k.

HBC is designing a £50k scheme so is it appropriate for Big Local to fund the shortfall?

- **Plan Update.** DE provided a quick explanation of initial thinking of budgets allocated against the themes for the next Plan.



Windmill Hill Year 4
draft plan table.doc

NG to provide text for the Hub theme. Will need a facilitation budget to support the door knocking exercise. Budget estimates based on current expenditure and future guesstimates but DE to meet with CF/IB/CHI and interested residents to firm up.

PT suggested more in the events budget to fund additional coach trips for all residents – not just older residents. Partnerships agreed £12k events budget.

MS suggested Big Local committing to fund the shortfall in the anticipated budget for the BMX track. This would mean a £30k commitment. Other funds can still be

CF

ALL

NG

DE

<p>sought but the Partnerships felt it wasn't realistic to delay for another year or more looking for other funds. The Partnerships agreed the £30k commitment.</p> <p>AS – BL need to forecast the second year's budget as well. It is acceptable to roll forward the same budget allocations unless it's clear they will only be required in the first year, e.g. BMX contribution.</p>	DE
<p>Plan needs to be submitted in the first week in July to ensure this new plan is ready on the 1st August.</p>	DE
<p>Newsletter, Marketing and Publicity: JTh.</p> <p>JTh still working on the newsletter. JTh waiting on information – hoping it to be done Friday for delivery mid-July. JT hwant info on BIG2WEEK events, Pixel Perfect, Community Awards, accessible play area, waste management, 40th Birthday Windmill Hill. JTh to pester people.</p> <p>JTh is working on the design of banners, gazeboes etc.</p>	JTh
<p>AOB:</p> <ul style="list-style-type: none"> • Big Local Connects: MS, Zita and Su from the Friends of Windmill Hill have booked on. • CAB Review. Impressive achievements from CABs second year of offering financial support for residents. A stunning case study too. <div style="text-align: center;">  <p>CAB Monitoring Report end March 2</p> </div> <ul style="list-style-type: none"> • When the savings from 2016-2017 are added to 2017-2018 (above) Residents have saved; <ul style="list-style-type: none"> ○ £51,000 through accessing debt support ○ £43,000 accessing additional benefits ○ £18,000 through money management ○ A total saving of £112,800 over 2 years! • Raised Beds: IB to take the Syrian families round to show them as they were keen. As requested CH got a prices for CCTV at the back of the WHCC – but unless problems arise not to take this further. • Tatton Show: NG has 4 tickets available for the Tatton Show. Please provide names to NG by the end of the week. Transport will be provided. 	IB
<p>DONM</p> <ul style="list-style-type: none"> • Monday August 13th. 10-12 at Priory View. (Sub groups to meet before then). 	ALL