

Minutes of Partnership Meeting

Venue	Monkton Community Hall
Date and Time	7pm, Wednesday June 11th 2008
Approved by Chair	

I. Apologies

Community Sector:-

William Rees; Bev Stephens; Tracie Batchelor; Dillwyn Davies; Keith McNiffe

In Attendance

Community Sector:-

Pearl Llewellyn (Chair); Angie Meredith

Voluntary/Business Sector:-

Audrey Thompson (Community Hall); Dot Lloyd (Monkton Voice); Pauline Waters (Monkton Priory Church Mother's Union); Liz Jenkins (Priory Farm); Brenda Hancock (Haven Credit Union); Vanessa John (PAVS)

Statutory Sector:-

Sinead Henehan (PCC); Sally Thompson (Community Safety Partnership); Jayne Kemsley (Jobcentre Plus); Cllr Mark Edwards (PCC)

Communities First Support Team:-

James Roach John; Dylan Hurley; Liz Cook; Maria Jenkins (Secretary)

Guests:-

Mark Robinson-Field (the Co-operative); Di Clements (Carms West & South West Cons)

Absent

Community Sector:-

Nicola Cowan; Michelle Ferrier; Maggie Hart

Voluntary/Business Sector

Michelle Bateman; Julie Rice-Harvey; Alison Beaumont; Vanessa John

Statutory Sector:-
Pam Owen (Health Challenge Pembrokeshire)

The Chair thanked all for attending and welcomed Councillor Mark Edwards who has replaced Councillor Peter Stock on the Partnership as Cabinet Member with responsibility for communities.

Introductions were made.

2. Acceptance of Minutes

The minutes of the previous meeting were proposed as a true version of the events by Pauline Waters and seconded by Vanessa John.

3. Matters Arising

The Chair queried if the letter had been written to Brian Maddocks. The Secretary replied that it had. The Chair stated she had not received a copy of the letter.

4. Correspondence

i) By email - Alison Beaumont has recently become the manager of the Monkton Spar and wishes to move from the Community Sector to represent the Spar on the Business Sector. As the Spar have an existing seat on the Partnership this is automatically allowed.

ii) The Co-ordinator received two resignations from Members on the Community Sector; Kerry Dewbridge and Gillian Duncan.

iii) The Co-ordinator had a request from Keith McNiffe to ask Members if they feel it appropriate for him to continue attending meetings. He is not tendering his resignation, but would like Members to make the decision.

Members discussed that there is nothing written in the Constitution to advise on this matter. Mark Robinson-Field stated that this is an important decision as it will stand for all similar issues in the future. A stronger statement will be made by the full Membership making a decision, rather than the Community Sector alone.

A member moved to write to Keith McNiffe to explain that the Partnership are taking advice, and a second letter to be written regarding the return of the laptop and printer as he no longer undertakes the Secretary's role. There was a show of hands with the majority in agreement.

Action Point: Secretary to write to Keith McNiffe as stated above.

iv) The Chair received a copy of a letter from Cynthia Ryder to Liz Jenkins regarding the gifting of the musical instruments to the Tanyard. There was a general discussion with one Member suggesting that the issue be passed on to either Monkton Voice or

the Community Hall committee as the Partnership cannot make decisions on the matter. Full support from the Team should be available with regard to correspondence. The Chair agreed.

Action Point:- Letter to be written to Monkton Voice and the Community Hall committee asking one of the organisations to take on the matter, with support from Communities First.

5. Project Review by GRB (Mark Robinson-Field)

Mark Robinson-Field ran through the outcomes in the Review document.

During this item the Chair gave her apologies and left the meeting, with Jayne Kemsley volunteering as acting Chair.

There was general discussion relating to the Review, and the Chair thanked Mark for his hard work in compiling the document.

Action Point:- Team to report at next meeting on responsibilities towards the outcomes. Updates to be given at Partnership meetings on progress towards the outcomes.

Mark Robinson-Field then left the meeting.

There was further discussion regarding roles. Vanessa John proposed that Members agree a timescale at the next meeting for completing the Code of Conduct (as outlined in Mark's Review), and to also look at the Constitution. Angie Meredith seconded. Liz Cook briefly explained Trustee and governance training available from Empower, tailored to Communities First Partnerships (as mentioned during Mark's Review).

6. Annual Monitoring Report

The Co-ordinator asked if Members agree with the content of the Report. Members raised an issue with the £5000 Equality and Diversity funding awarded for 2008/09.

Action Point:- Co-ordinator to look at working on a collaborative bid with Llanion Communities First and the Young People's Partnership and report back to the next meeting.

There was discussion around the Members requiring an explanation of the Reports so that they are better informed in order to agree them. A Member also suggested an acknowledgement of when the Quarterly Returns are due so the End of Year Report can be expected by Members.

Action Point:- Letter to be written to the Welsh Assembly stating more time is required for Members to agree to the Reports.

Pauline Waters proposed the Members agree to the Report being submitted, and Dot Lloyd seconded.

7. Action Group Feedback

The Co-ordinator passed around copies of the latest Action Group report.

Action Point:- Environment Action Group to be re-started.

Action Point:- Co-ordinator to speak to Pauline regarding Steps2Health.

8. Any other business

i) Sally Thompson said this was the last Communities First meeting she would be attending due to a new position with the Welsh Assembly. The Community Safety Partnership (CSP) are currently recruiting for new positions, and they will provide a replacement representative in due course. In the meantime the CSP are available for assistance and a contact number will be forwarded. Sally wished the Partnership the very best luck for the future.

The Chair thanked Sally for her continued support and hard work.

ii) The Co-ordinator reminded Members of the Monkton Horticultural Show and Village Fayre on the 16th August. Raffle tickets were distributed.

iii) The Secretary had two applications to the Events Fund, both submitted by Pauline Waters, with funding being agreed as follows:

1. Monkton Priory Church – application for £250 towards the Church Fete on 26 July 08.

Full amount proposed by Sally Thompson and seconded by Angie Meredith. Members voted unanimously in favour.

2. Monkton Priory Church Mother's Union – application for £200 towards a Strawberry Tea on 21 June 08.

Full amount proposed by Sally Thompson and seconded by Angie Meredith. Members voted unanimously in favour.

9. Date and time of next meeting

Wednesday 23rd July at 7pm at Monkton Community Hall.

The meeting on the 18th June is cancelled.

With no further business, the meeting closed at 9.30pm.