

Minutes of Partnership Meeting

Venue	Monkton Priory School
Date and Time	2.30pm, Wednesday 19 th March 2008
Approved by Chair	

I. Apologies

Community Sector:-

Tracie Batchelor; Angie Meredith; Alison Beaumont; Gillian Duncan; Nicola Cowan; Keith McNiffe

Voluntary/Business Sector:-

Julie Rice-Harvey (Clouds)

Communities First Support Team:-

Liz Cook

In Attendance

Community Sector:-

Pearl Llewellyn (Chair); Michelle Ferrier; Maggie Hart; Dillwyn Davies; William Rees; Bev Stephens

Voluntary/Business Sector:-

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

Statutory Sector:-

Jayne Kemsley (Jobcentre Plus); Peter Stock (PCC); Sinead Henehan (PCC); Sally Thompson

Guests:-

Helen Banner (Springboard); Chris Johnes (CFSN)

Communities First Support Time:-

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

Absent

Voluntary Business Sector:-
Michelle Bateman (Swifts)

Statutory Sector:-
Pam Owen (Health Challenge Pembrokeshire)

The Chair thanked all for attending.

Angie Meredith had asked the Chair to notify the meeting that she was absent due to her attendance in Swansea at the Involving People Progress Meeting where she would be making a presentation. This relates to progress so far of the SHARP project that Angie took part in, which consisted of community research that helped to form the original Monkton Voice Action Plan.

2. Acceptance of Minutes

The minutes of 20 February were proposed by Cllr Peter Stock as a true record of the meeting. Seconded by Jayne Kemsley.

3. Matters Arising

None received.

4. Correspondence

Two letters were received.

- i) Joyce Watson AM Mid and West Wales – thanking the Partnership for their involvement in Not in My Neighbourhood Week. Offers full support for future activities under this campaign.
- ii) Copy of letter from Liz Jenkins on behalf of the Partnership to the Welsh Assembly. Response to the Assembly's questions regarding the musical instruments.

5. Finance Update

The Secretary passed around the latest and final figures for the internal budget for 07-08.

Three applications to the Events Fund had been received, for the Partnership's consideration. Over £3300 remains in the fund.

- i) The Friends of Monkton Priory School. The Chair declared an interest. Retrospective application. Held a coffee afternoon on St David's Day. Letter asked for any donation the Partnership could make towards the costs which totalled £23.01.

Proposed by Jayne Kemsley to donate the full amount. Seconded by Brenda Hancock. All were in agreement

- ii) The Friends of Monkton Priory School. William Rees and Dillwyn Davies declared an interest. Wished to hold Easter competitions and provide prizes and easter eggs for all children in both the Junior and Infants departments. Request for approximately £500.

Proposed to be agreed by Jayne Kemsley. Seconded by Cllr Peter Stock. Agreed by all to remain flexible on the amount and donate the amount required (as per invoice and receipts).

- iii) Pauline Waters had approached the support team about funding for two Bingo machines, one application by the Community Hall committee and the other by the Sunday School, to be kept at the Priory Church. Total amount requested was £1100 which also included costs for tickets and prizes, although it was not possible for the committee to provide a breakdown of costs. Bingo machines for use by everyone. Pauline Waters declared an interest.

Proposed by Jayne Kemsley. Seconded by Maggie Hart. All in agreement to fund up to the amount requested. Also suggested to charge groups for hire and implement a rental agreement.

6. Project Update

Helen Banner provided an update on the Springboard Project, providing cumulative figures from the start of the programme. Future plans were discussed.

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

Mark Robinson-Field was unavailable for the meeting but all Members have received a letter explaining the next steps. The Chair asked if all were in agreement with the content. There were no objections. Mark will attend the meeting in April. The Chair asked that the agenda be kept as free as possible.

8. Action Plan

The Co-ordinator said the Action Plan will be rolled out from April 1st. Some of the meetings dates have been agreed, as follows:

- Jobs & Business – 9.30am Wed **26th March**
- Health & Wellbeing – 9.30am Tues **1st Apr**
- The Environment – 9.30am Wed **2nd Apr**
- Children & Young People - 9.30am Wed **9th Apr**
- Education & Training – 9.30am Thurs **10th Apr**

The remainder of the meetings are in the process of being arranged. All information generated at the meetings will be forwarded to Members.

9. Any other business

- i) The Secretary passed copies of lists identifying all Members and their representative sectors, and contact numbers and email addresses.
- ii) Maggie Hart wished to thank Communities First for their help with the first Bingo session at the Community Hall, and expressed that their help was gratefully accepted.
- iii) The Co-ordinator referred to the application process to the Events Fund. It has been a flexible process but is causing some problems at the office in terms of processing the requests. From April it would be prudent to introduce a simple but effective application form with the aim of bringing the information to the monthly meetings. Therefore all the necessary information will be available to help the Members to reach decisions on funding. This also serves as a means of encouraging groups to think about the application process and helping groups to prepare for writing future funding applications. All Members were in agreement with the suggestion to indicate a time frame for the return of applications.
Action Point: Team to introduce new application form for the Events Fund to roll out from 1st April.

iv) The Chair raised the issue of the Village Fayre and said she was not comfortable making the decision on whether it runs or not. Discussion ensued with a proposal by Peter Stock to go ahead with the running of the Fayre. Seconded by Brenda Hancock. All were in agreement.

Although the date of the Fayre was previously arranged for 5 July it is possible to re-arrange the Fayre to coincide with a vegetable show, which is being organised by a community member for the end of August. Alternatively the Fayre could be moved to the weekend of 12 July. It was also raised that care is to be taken so not to clash with other community events.

Action Point: Pauline Waters to confirm date of vegetable show and discuss with the Co-ordinator with a view to joining the two events, or re-arranging the date of the Fayre.

10. Date and time of next meeting

Wednesday **23 April** at Monkton School. It was agreed to hold the meeting at **7pm** to provide flexibility to those who have not been able to make the afternoon meetings.

With no further business the meeting closed at 3.45pm.