

## Minutes of Partnership Meeting

|                          |   |
|--------------------------|---|
| <b>Venue</b>             | Monkton Priory CP School                  |
| <b>Date and Time</b>     | 14.30 Thursday 25 <sup>th</sup> September |
| <b>Approved by Chair</b> |   |

### In Attendance

#### *Community Sector:-*

Pearl Llewellyn (Chair); Michelle Ferrier; Ald. Dillwyn Davies; Maggie Hart; William Rees (Monkton CP School); Beverley Stephens (Monkton Gypsy Community); Angie Meredith

#### *Voluntary/Business Sector:-*

Dot Lloyd (Monkton Voice); Pauline Waters (Monkton Priory Church Mother's Union); Liz Jenkins (Priory Farm); Vanessa John (PAVS)

#### *Statutory Sector:-*

Cllr Mark Edwards (Pembrokeshire County Council);

#### *Communities First Support Team:-*

James Roach John (Communities First Co-ordinator)(Minutes)

### Absent

#### *Community Sector:-*

Nicola Cowan; Keith McNiffe; Tracie Batchelor (Monkton Family Centre);

#### *Voluntary/Business Sector*

Alison Beaumont (Monkton Spar); Richard Pugh (Haven Credit Union); Michelle Bateman (Monkton Swifts)

#### *Statutory Sector:-*

Pembrokeshire Community Safety Partnership; Pam Owen (Health Challenge Pembrokeshire); Jayne Kemsley (Job Centre Plus)

## **1. Apologies**

#### *Community Sector:-*

*Voluntary/Business Sector:-*  
Audrey Thompson (Monkton Community Hall)

*Statutory Sector;-*  
Sinead Henehan (PCC);

---

Prior to the commencement of business William Rees requested that he would be able to raise a concern relating to a housing development in the community. The Chair requested that this be raised at the end of the Agenda, as some members will be required to express an interest in the discussions and so will be able to retire from the meeting.

The Chair also requested that some items be moved in order on the Agenda, as some Members had to leave early and so not all of the important business may have been discussed by this time. The Members agreed with this request.

Alderman Dillwyn Davies also raised his concern about the delay in the start of the meeting, which was advertised as 14.30 but the actual business was not underway until 14.45. It was agreed by Members that this was not acceptable.

## **2. Acceptance of Minutes & 3. Matters Arising.**

As a result of the last two Partnership Meetings being Special Meetings to discuss the continuation funding, the minutes of Meetings held on the 23<sup>rd</sup> of July and the 12<sup>th</sup> of August were required to be signed off.

- **July 23<sup>rd</sup> Meeting.**

The minutes of this meeting were proposed as a true version of the events by Ald. Dillwyn Davies and seconded by Angie Meredith.

### Matters Arising.

It was queried if the laptop computer and printer had been returned to the Office. The Co-ordinator reported that the equipment had been returned early August. The Chair enquired as to what would happen to the equipment, and the Co-ordinator informed the meeting that it was up to the Partnership to decide.

The issue relating to the resignation of the Vice-Chairman was also raised. The Co-ordinator informed the meeting that he has had no further instruction from WAG relating to this. **Action** – The Co-ordinator to follow up with WAG. A discussion followed where Members agreed that this issue will be addressed through the review of the Constitution and so will be sorted by the AGM, which is due to be held in November.

The Chair asked for feedback on the items funded through the Events Fund. The Co-ordinator had no further information at the meeting, but informed the meeting that this will be gained. **Action** – Co-ordinator to contact all

organisations supported through the Events Fund for appropriate feedback as per the agreed terms and conditions of funding from the Partnership.

- **August 12<sup>th</sup> Meeting.**

The minutes of this meeting were proposed as a true version of the events by Ald. Dillwyn Davies and seconded by Dot Lloyd.

**Matters Arising.**

As it was agreed in this meeting to not to submit an expression of interest for continuation funding, the future of provision to young people after March 2009 was queried.

The Co-ordinator informed the meeting that this would be a priority for the Children and Young People's Action Group, and he would work with Liz Cook regarding bringing the next meeting forward to work on this issue.

**5. Constitution and Code of Conduct.**

The Chair handed over to the Co-ordinator to discuss this item.

The Co-ordinator stated that following the Partnership Review it was agreed to address and update the current Constitution document, and had requested support from Vanessa John from PAVS.

Vanessa stated that she would be able to work with a small number of members as a working group, to produce a list of proposals for changes, which can then be ratified by the full Partnership.

Ald. Dillwyn Davies queried what was wrong with the current Constitution document. Vanessa replied that there was nothing wrong with the current document but some of the sections required clarity and updating, such as some of the membership clauses, attendance at meetings, resignations etc.

With relation to the Code of Conduct, the Co-ordinator stated that support with this could be sought from the Co-operative Membership Team, but it was important for the Constitution to be reviewed before this could take place.

Members were requested to volunteer to join the working group, with a number of community representatives agreeing to meet on Monday 29<sup>th</sup> at 15.00 in the Community Hall.

**Action** – Vanessa to liaise with the Co-ordinator to issue the relevant members with copies of the current Constitution, as well as a few other examples for consideration.

#### 4. Correspondence.

The Co-ordinator listed the following items of correspondence;

- A letter has been received from Mrs Dorothy Borgmann on behalf of the Friends of South Pembrokeshire Hospital regarding the possibility of a prize for the Grand Raffle to be held on the 15<sup>th</sup> of November. The Partnership agreed to support this application, with a prize up to the value of £20.00. **Action** – Team to source prize and supply to Mrs Borgmann.
- A letter has been received from Helen Banner the Springboard Co-ordinator regarding support for a Salsa class to be run at Monkton Priory CP School. The costs for the classes would be £770.00 for a 10-week term, which includes £600.00 tutors costs, and £170.00 for Caretaking and Rental.

A discussion followed regarding the costs, with William Rees declaring that he would not be involved in the discussions and would not take part in the vote.

Pauline Waters stated that she felt that it would be appropriate to ask people taking part in courses to contribute towards costs, especially bearing in mind the costs as presented for this class.

Ald. Dillwyn Davies stated that he was unhappy that some students had not been advised that funding might be required for some courses, when others had. William Rees stated that the main problem was linked to the provision of funding support via European Convergence Funding, which was taking time to be processed as a result of the complexity of the funding. The current application should be agreed and in place by the New Year, but until then it is necessary for pots of funding to be identified to ensure continuation of provision. Some students have been able to access Individual Learning Accounts (ILAs) to cover costs of courses, which leads to funding from WAG for training.

The Chair requested a vote on this application, which was proposed by Liz Jenkins and Seconded by Dot Lloyd. All members were in agreement with supporting this application from the Beneficiary Training Budget, with Ald. Dillwyn Davies, Pearl Llewellyn, William Rees and Pauline Waters declaring an interest.

- A letter has been received from Mr Steve Williams from Hundleton Cricket Club regarding the possibility for funding support for practice nets. Following discussion members agreed that although a number of Monkton residents and children were members of the club, it is geographically based outside of the community, and it is a priority for any support from the Partnership to be within Monkton itself.

**Action-** The Co-ordinator to contact Mr Williams to explain the decision.

- An application has been received to the Events Fund, from Mrs Dorothy Lloyd on behalf of Monkton Priory Church to host a Pantomime in January 2009.  
Following discussion it was unanimously agreed to support this application. Proposed by William Rees and seconded by Maggie Hart.

## **6. WAG Quarterly Updates.**

The Co-ordinator explained that when the Agenda was originally posted, this item was for discussion. The deadline for submission for this quarter was the 15<sup>th</sup> of September, and so as no queries had been raised by any Members prior to this date the document as supplied had been submitted to WAG. The Co-ordinator proposes to produce updates for the Members at every meeting in line with the requirements of the Partnership Review, and so this will be in place at the next meeting.

## **8. Update on Clouds.**

The Co-ordinator informed the Members that he had received a resignation by Clouds from the Partnership, by e-mail from Sinead Henehan on the 10<sup>th</sup> of September.

He went on to inform the Members that a meeting had been held with the Monkton Village Hall Committee on the 19<sup>th</sup> of September to discuss relocation of the [Communities@one](#) funded IT equipment, and asked the Members of the Hall Committee present if they would update the meeting on discussions.

Queries had been raised re storage, installation and set up costs and management of the project, with it being suggested that the next issue of M:Life raises a request for community members to volunteer to support the management of the computers at the Hall.

It was also suggested that the equipment be relocated to the Communities First Office in Tenby Court. The Co-ordinator has expressed concerns relating to this, as there is no funding available for the Communities First Project to purchase furniture and install the equipment at the Office, whereas an organisation such as the Hall would be able to attract such funding. He was also unsure if the Co-operative would allow such a provision in the building as a result of Health and Safety and IT rules. The Co-ordinator has queried this with the Co-operative via his manager and is awaiting an appropriate response.

Further discussion arose linking to kitchen equipment, which was relocated to Clouds from the Community Hall. This was funded by the project run by Helen Stewart, with it being stated that this equipment could be moved within the

community, but not removed from the community. William Rees suggested that it was the responsibility of the funder to follow this up.

With respect to the IT equipment, it was suggested that this was removed from Clouds by the Communities First Team, and stored by them until such a time as an appropriate venue for usage can be identified and funded. **Action** – The Co-ordinator has been requested to contact Marc Davies from [Communities@One](#) to follow this up.

## **7. Communities First Outcomes Fund.**

The Co-ordinator informed the meeting that no further information was currently available and felt it was important to discuss this properly as an item at the next meeting.

Vanessa John stated that as no projects were to be submitted at this time for the Demonstration Project Stage, there was no immediate rush to discuss this matter, which was agreed by Members.

## **9. Finance.**

The Co-ordinator issued budget figures for info and confirmed that feedback from projects would be gained, as requested earlier in the meeting.

## **10. Any Other Business.**

The Co-ordinator queried with Members involved if it would be appropriate to update on the Pembroke South Quay Development meetings. The relevant Members felt it would not be appropriate for this to be discussed at this time.

William Rees raised concerns relating to proposals for developments in the community, and wished for the Members to consider this issue. Pearl Llewellyn, Liz Jenkins and Pauline Waters declared an interest in the development and retired from the meeting. Members present elected William Rees to stand as acting Chairperson.

William stated that he was concerned from an educational perspective regarding the proposed developments in the community, and explained to the Members the processes involved in the planning applications, which now requires developers to provide up to 30% of social housing in new developments. This would mean that this proposal, which is for 400 new houses, would include 120 units, which would provide social housing.

William went on to explain that although he supports the provision of social housing, he is concerned that Monkton currently has 52.2% of its housing stock as social housing, which compared to other areas in the County (St. Marys North 42%; Haverfordwest Garth 40%; Milford West 35%; Llanion 36%) is much higher, and so the provision of further social housing in this development would not be appropriate.

When the good work and progress which the community has seen over the past few years is considered, it was felt that the provision of additional social housing to the community may damage this, as there are a high proportion of people living in Monkton who do not get directly involved in the community, which may be increased by such further developments.

Ald. Davies stated that he has previously been involved in petitioning the community regarding such developments, and the figures quoted by William do not reflect the full community, as the social aspect of South Terrace has not been included as it is the whole of Monkton Ward, which needs to be considered. This will mean that the actual percentage of social housing in the community is actually 70% and not 52%. William thanked Ald. Davies for this information.

Cllr Edwards stated that it is important for the planning department to be informed of local concerns, and to take this into account when plans are being developed.

Following discussion, Angie Meredith proposed a letter to be drawn up between William Rees and the Co-ordinator to be sent to the Planning Dept. This was seconded by Maggie Hart. **Action-** The Co-ordinator and William to meet to construct a letter to the PCC Planning Dept. This is to be circulated to relevant members for comments prior to submission.

With there being no further business the meeting closed at 16.45. The Members present agreed the date and time of the next meeting to be 14.30 on Wednesday 29<sup>th</sup> of October at Monkton Community Hall.