

## Minutes of the Leys Millionaires Partnership Board meeting held on Tuesday 6<sup>th</sup> March at Arley Community Centre.



**Present:** Eric Fellows, Jodie Gosling, Gemma Greenfield, Gill Hutchinson (Big Local rep), Davina Key (LTO). Mark Limb, Carolyn Painter, Jim Rowe (Secretary), Virginia Tennant, Trevor Tennant (Chairperson), John Underhill and Jean White. Kelly Shemmans (Visitor)

### 1. **Apologies:** Pam Simms, Leigh Kent

Partnership Board members were reminded of the confidentiality requirements in the board's Terms of Reference document and that discussions within these meetings are confidential and the views expressed by members should not be relayed to others outside the Partnership Board.

Gemma, Carolyn and Jean declared an interest in item 5 on the agenda regarding Arley Community Centre and thus cannot vote on this item.

### 2. **Minutes of the last meeting.** No changes proposed to the minutes of previous meeting. Gemma proposed that they be taken as true record of the meeting and seconded by Jean.

### 3. **Matters Arising.** None

### 4. **Youth Club proposal.** Davina distributed a proposal containing a range of potential work and projects to be delivered at the youth clubs until the end of this Plan period. The proposal was discussed by the Partnership Board and Davina was asked to provide more details on what is involved in the items, are they one off events, or do they build into a larger project? Sarah Deeming will provide an update to the Partnership Board.

There was a discussion on splitting the junior youth group into two sessions each running for one hour to ensure that there are enough adults to supervise the number of children attending. If there was an activity provided by external organisation then they could be classed as one of the supervising adults and so the whole group could attend the session. Jean said that she would stand, if required, on a temporary basis as an extra adult.

It was commented that whilst cooking and feeding the children at the youth club was an ambition it could not be guaranteed as it depended on how busy the youth club was. It may be the case that only sandwiches are provided depending on how many staff are present.

A questionnaire to be used at the youth club with the children to ask for their views on how the Big Local grant should be used was circulated and comments passed back to Davina.

### 5. **Arley Community Centre request.** Gemma (in her role as the manager of Arley Community Centre) circulated a request from Arley Community Centre for a grant of £10,000 for urgent repairs the floor of the church hall as there is a problem with standing water under the floor and dry rot in the floor joists. This means that the Community Centre cannot hire out the space and have had to move some activities to the other hall. The water is not due to any leaks but appears to be coming from natural springs in the area.

The proposed work involves removing the existing oak floor and replacing 18 of the joists together with strengthening the remaining joists together with the installation of a water pump with a float switch under the floor to pump the water into the outside drains. The original oak floor will be re-laid when the work is complete. There is other work required in the hall but until these items are rectified the other work cannot start.

The Partnership Board asked to see quotations from three contractors and a guarantee that the work will solve the problems with the water and the floor.

There was a discussion on who was responsible for the upkeep of the hall. Gemma assured the Partnership Board that the church was not responsible for this work.

It was asked that as this work is part of a programme of maintenance work that the centre runs events to raise funds and seeks funding from other sources such as WREN, Heart of England, HS2 etc. Davina said that WCAVA can provide help in completing grant applications and for Gemma to contact Sarah Newell in the Atherstone office.

A vote was taken on the grant application and all six members eligible to vote approved the grant.

- 6. Consultation update.** The raw content of the replies to the paper and online questionnaires has been distributed to the Partnership Board for their review. The data will be grouped into themes and printed for use at the Open meetings with residents - action Jim.

As well as the questionnaire data information from other sources such as the Local Insights demographic information, the WCC door knocking survey in Arley, the meeting with Citizen's Advice and the proposed service provider's meeting should be added into the mix when deciding what goes into the new Plan. A meeting with WCC Highways and the local police was suggested to see if anything could be done regarding some of the comments in the questionnaire responses. A delivery plan will also be needed as part of the Plan submission.

#### **7. Questions on worker's report**

A discussion took place on the submitted Impact report and a number of changes were requested. Davina will update the document. The Partnership Board also asked that the Case Studies be sent to them.

Leaflet delivery consent forms. Jim still to check the form against the WCAVA policies.

- 8. Finance report.** Jim presented the report to the end of February. There is £14,000 available from the previous two payments which is not enough to take us to the end of May. Local Trust have been contacted about additional funding and require a spend report to be submitted to predict how much money is needed before the funds will be released by Local Trust. Jim to prepare this and submit it via WCAVA.

The event approval form for the Slot Car project, initially submitted at the December meeting and further discussed in January has been updated with more details and was approved by the Partnership Board. The project cost remains at £1328.

#### **9. Smaller items**

Hill Top playing field survey – Jim has not issued the survey yet using the questions proposed by Trevor. Jim to complete this work ASAP.

Defibrillators – The litter bin in New Arley between the Co-op and the Post Office is owned by NWBC not Arley Parish Council. Jim to contact NWBC about re-locating the litter bin away from the proposed defibrillator site. A date for Arley Medical services to come and talk to the Partnership Board about the units and liability is to be arranged. Gill commented that

Leicester city council have installed many defibrillators around the city and are known as a very cautious council.

Transport Study – The feedback meeting took place and Tiller Research will contact the contributors to the study to make sure they are happy with the content of the report that relates to them before it is published. Still no response from Stagecoach on the fare initiative, Jim to get in touch with Steve Burd.

First Aid training – Eagle Martial Arts have asked if there is any First Aid training available via Big Local for the group that run the weekly sessions in New Arley as their certificates were coming to an end. The cost of an Emergency First Aid at work course run at a local venue for about 12 people would be around £500. Other residents had also asked about training and so it was proposed to run a one day Emergency First Aid class locally for up to 12 people including the Martial Arts group. All board members were in favour. Jim to contact the Martial Arts group and to arrange the training.

#### 10. Any Other Business –

The introduction in May of the new data protection regulations commonly known as GDPR (General Data Protection Regulation) mean that organisations are liable for substantial fines if the regulations are breached. Gill commented that all Partnership Board members should be aware of their responsibilities and that some training would be very useful.

**Meeting closed at 9:00pm.**

The date for the next meetings is **Tuesday April 10<sup>th</sup>** at The Barn in Old Arley at 7:00pm

Signed



Dated

10 April 2018

