

MARSH AND MICKLEFIELD BIG LOCAL  
MINUTES FROM PARTNERSHIP MEETING HELD ON  
21 May 2020 – 7.00 pm  
Online Zoom

**Our Values: Responsive – Proactive – Organised – Involved – Responsible – Communicative – Ambassadors**

1	<p><b>Welcome and general catch up with everyone</b> Present: Maddy Howe (chair), Matt Knight, Eric Meek, Riaz Ahmed, Lisa Meaney, Carol Rickwood (taking notes) Apologies: Annie Baughan, Not in attendance: Nabeela, other commitments, John Shaw (wedding anniversary/on Furlough), Helen Garforth</p>	MH
2	<p><b>Notes of previous meeting</b>  Minutes of last meeting were read out and accepted.</p>	MH
3.	<p><b>Allocated roles for Team Members:</b></p> <p><b>Updates from Team Members</b></p> <p>Maddy (Chair / Schools Liason / Local Trust) Spoke about Local Trust engagement, particularly in respect of the Workplace community site and encouraged others to join if they hadn't already done so. Went on to say there was a lot of information so have to be selective but it was very informative. As far as the schools liaison was concerned, had not had an opportunity find out the name of the head of St Michaels or Loudwater but still trying.</p> <p>Matt (Vice chair / Faith Outreach) Would like to give a big shout out to St Annes and St Peters. Now gone online and have been really busy in educating their older members to use social media, WhatsApp, Face Book etc., and now able to access the online church services. Natalie had been really busy and instrumental in doing this. Lisa mentioned it might be a good idea to ask Rebecca to do a post about it. <b>Action!</b></p> <p>Eric (Documentation / Funding eligibility / Finance ) No update as Tony not at work. It was noted that he was still working to support the company but as Eric pointed out it would still be difficult as he would need to see spread sheets and be sitting with Tony to do that.</p> <p>Annie (Young People) Was not able to attend meeting.</p> <p>Riaz (Funding eligibility / Safeguarding) Had not arrived at the meeting as yet.</p> <p>Nabeela.(no role allocated) Maddy mentioned that Nabeela was heavily involved in preparation of food and distribution at the moment and no time to do much else.</p>	
4.	<p><b>Partnership Development</b> - new members Maddy mentioned that there have been some key people popping up through all the activities in the community, for example the lady who joined the Zoom VE Day celebrations (Jenny Carter). Whether volunteering or not it was a great opportunity for them to see and understand what we are about. It has</p>	MH / HG

	<p>certainly raised our profile. Maddy encouraged everyone when they came across someone they thought might be a suitable partnership member to remember them and reach out. Maddy also said she was hoping to get Wendy Bull to change her mind and join the partnership and that it was also interesting that she had got to know people really well, even though it was online and that Carol had made good contacts via the VE day competition.</p>	
5.	<p><b>Project Development Managers Update</b>  <b>A copy of the report was sent to all. Here is a short overview.</b></p> <p><b>MCT</b>  Lisa and Maddy had an excellent meeting with Nasreela. See more details coming up under Finance later in the Agenda.</p> <p><b>Community Laptop Scheme</b>  Great feedback by the lady at Ash Hill who is dealing with the project and a brilliant job done by Andrew Lyon in getting the laptops set up.</p> <p>Lisa shared on screen the excellent booklet that Luci has produced to go alongside each laptop as well as the website to go with it. This booklet can be replicated for Beechview with a bit of tweaking. Still a bit more work to do but an excellent job so far. Lisa also mentioned that Andrew had done so much in getting this project up and running including all the security needed in particular disabling any laptop if it gets stolen.</p> <p>There was a question about how many laptops have been supplied to Ash Hill and the view was that 10 would initially be set up to see how it goes and then 5 more to follow. It was commented that sourcing laptops was a problem as they are in hot demand. However Andrew has managed to source them without too much problem.</p> <p>Food Partnership / Beechview  Maddy said she had handed over the offers of volunteering to Peter Holding and hopefully he is handling this in a positive way.</p> <p><b>Communications</b>  <b>Mayfly</b>  This is going well and it can be seen from the analytics that there is a big peak on the website when the Mayfly goes out. Lisa further explained how the Mayfly was linked to the website when it was sent out via the email and when it went out by social media and via Red Kite and the home group.</p> <p><b>Cinema Event</b>  Lisa mentioned that she had received an email from Jenny who doesn't see how this event is going to happen. Lisa went on to say that she hadn't responded as it depends on how the lock down is eased and down the line there could still be scope for an outdoor event, albeit not in its present form. Matt commented that it would be a shame if this had to be cancelled and felt the financial implication was a fairly low risk and people are so desperate for something to do. He went on to say that a lot of the things to get this together could be pulled together quite quickly. Ticketing might be an issue but it could even be a free event.  The positives are that schools will be back and there are a few ways this could</p>	LM / MH

	<p>be organised. Lisa did confirm that the screen and toilets are already booked and the company have not as yet got in contact re a possible cancellation. Will have to wait and see for now.</p> <p>Big Local Carol said she had signed up onto the Workplace and explained how it was a bit overwhelming at first but certainly a great place to see and hear about other areas and what they get up to, certainly a few could be looked at to replicate in M+M. Zoom workers meeting taking place on Thurs 28 May which Carol said she would be attending.</p> <p>Lisa mentioned that Human Nature had got in touch with her on the latest news about The Haldens, Gomm Valley development. Communication received would be sent with these minutes for future discussion.</p> <p>Riaz joined the meeting at this point.</p> <p><b>Planning the next 5 years</b> Maddy said she felt this whole experience is going to change the way we look at this. With regards to the Eventbrite link Maddy had sent out on envisaging a post-Covid world, Maddy said she would be joining as it would be good see the different perspectives on how the world might look like after this.</p>	
6.	<p><b>Sense Checks</b></p> <ul style="list-style-type: none"> <li>- <b>Ranger</b> Discussion on whether to have one of the other Rangers back on board sooner as John Taylor couldn't drive so would not be one of the first to return. As nothing could be done until September it was agreed there was no value in doing anything until then.</li> <li>- <b>LTO</b> It was agreed to continue with our present LTO, Chiltern Rangers.</li> <li>- <b>AR RAHMAN Food Bank (Micklefield Mosque)</b> Maddy mentioned that Matt and Annie know all about this. AR started out separately from the Mosque and discussions are about how we can support. Annie has got them council funding (Com Board) about £1,000 and there will be a CC application for £500 coming. There are plans for a further application. Will wait to see. Haseeb the Imam is keen to set up a CIC with an ongoing presence, not just addressing the present crisis. Matt commented he was keen to know what their unique selling point was and why they were different from OneCan as there are quite a few of these springing up. It was not a bad idea having something specific addressing cultural need in the local area. There was further discussion and it was agreed the CC application for £500 could go ahead when received.</li> <li>- <b>Credit Union / Community Bank</b> May be a need for small local businesses. At the moment just gauging interest, nothing particular to report other than we are approaching M for Money to see if they have the capacity to partner with us.</li> </ul>	MH
7.	<p><b>Decisions</b></p> <ul style="list-style-type: none"> <li>- <b>Funding: Micklefield Community Tutoring</b> Lisa had an excellent Zoom meeting with Nasreela. She was going above and beyond and giving her personal support to the needs of the families and would like to continue until the end of summer at a cost of £2,730 with an additional service. Funding was agreed by the members.</li> </ul>	MH

- **Finances**

After discussion on the fact that Local Trust did not action our request for £19,400 allocated to grants in previous draw down periods be moved into the current one and that they have asked for justification of forward expenditure the following has been agreed.

**For the period from April 2020 – September 2020, it is proposed that the partnership asks for the full amount already allocated to this period, plus all underspend accrued since Feb 2019. We also propose to draw down an extra £20,000 to divide between grants and partnership led, in order to cover extra spending associated with the pandemic.**

**Core to be increased £34756 to £40664** to include core costs and salary contingency. It is difficult to predict what core costs will be if the pandemic continues. To date staff have worked excess hours during lockdown. To date this has been done with goodwill, however if the situation continues some staff may wish to ask for overtime.

**Partnership led to be increased from £19120 to £61295** due to increased 'partnership led' initiatives in response to Covid19 such as laptop loans schemes.

**Community Partnerships to be reduced from £15000 to £9922**, as this will cover community partnership invoices due this period

**Grants is increased from £12500 to £41672** to cover increased grant spending on Covid19 support initiatives such as Hills Café, and Micklefield Community Tutoring, and also to cover grants whose second instalment is due in this period.

8.	<b>Date of next meeting / will be in two weeks. Carol to send out Doodle poll</b>	MH
9.	<b>Close of meeting</b>	MH