

Allenton Big Local Partnership Group (ABL Group) 9th October 2018, 5pm, Slaney Close Community Room

Resident members	Name	Representing	Present (P) Apologies (A) No Apologies (NA)
	Edith Lang	Chair/ Resident	P
	Slyvie Dutson	Resident	A
	Rebecca Manship	Resident / Comms	P
	Heather Russo	Resident	P
	Joe Russo	Resident / Enthusiasm	P
	Margaret Woodbridge	Resident	P
	Claudia Bain	Resident	A
Advisory Members	Helen Faulconbridge	Derby Homes	NA
	Simon Edwards	Derby Adult Learning	A
	Mairi Radcliffe	St Martins / Community Hub	A
Attendees	Sharon Sewell	Derby City Council	N/A
	Carl Willis	Derby City Council	P
	Mick Whitehead	Oscar Representative	P
	Rebecca Hudson	Neighbourhood Board	N/A
	Nicola Lewis	LTO/Enthusiasm	P
	Brooke Wibberley	Resident Visitor	P
Workers	Kay Kennedy	Plan Coordinator	P
	Bill Badham	Big Local Rep	P

		Action
1.	<u>NOMINATE CHAIR</u> Margaret was nominated to Chair the meeting.	
2.	<u>APOLOGIES</u> Apologies were given by those indicated above.	
3.	<u>Communication update & Review of Community Profile update</u> Rebecca has been concentrating on improving the ABL social media profile through Facebook and Twitter. There are now Instagram and LinkedIn pages. On the ABL website, she has created posts around the events we have been doing along with pictures and little video slideshows. Analytics show a massive spike when sharing about Enthusiasm receiving the Queen's Volunteering Award. Rebecca will also be in contact with Panda Media to set some dates to do a video. Although the video will not be complete for the AGM it is hoped that there will be little snippets that are complete by that date.	

	<p>Rebecca and Jane will be at the Chatterbox Café launch and will be talking to residents and doing the questionnaires for the review of the background profile.</p> <p>Jane was in Allenton on the 28th of September and spoke to the market stall holders and shop workers/owners to let them know about the survey and get their views on the area. Jane is planning on holding the focus groups during the second half of November. She is planning and finalising the dates at the moment.</p> <p>Rebecca and Kay attended Shelton Striders on Sunday and got a few surveys completed.</p> <p>The Enthusiasm Team were at Merrill Academy open evening whilst the meeting was taking place and they were also completing questionnaires with the young people.</p> <p>Rebecca and Jane are going to be meeting Edith at the beginning of each month until the review of the profile is complete.</p>	
4.	<p><u>St Martins update</u></p> <p>There was a recent visit and presentation to the Methodist Circuit, attended by the Methodist Bishop and other high ranking Clergy. Everyone is really impressed with what has been achieved.</p> <p>The Church gained the funds to finish the groundworks.</p> <p>Dave Mcloud has done the paving on the front entrance and added a lovely personal touch to it. The entrance is being tarmacked this week.</p> <p>Things are still on track for the Chatterbox Café opening which will be a “soft launch” on 15th October 2018 @ 7am.</p>	
5.	<p><u>Xmas event update</u></p> <p>Margaret is well underway with the planning. She has contacted two schools in the area and they have agreed to give out tickets. Margaret will contact the surrounding schools over the next couple of weeks. The Christmas event will be taking place at St Martins.</p> <p>Margaret and Rebecca will meet to discuss the plans and advertising. Margaret has got her Helpers already and she has spoken to Nacro and they have agreed to let her use the space they have to prepare for the Xmas event. Margaret will have a further update at the next ABL meeting.</p> <p>ACTION: Rebecca will let the market know that the event will not be held there this year.</p>	Rebecca
6.	<p><u>Budget and finance reports</u></p> <p>The bank balance as of the 1st October 2018 was £27831.33. The total spend to date for 2018/19 is £45206.21</p> <p>Currently element 4.3 is showing an over spend of £6050.56 due to Jane’s payment being temporarily allocated here.</p> <p>A discussion took place around where Janes payment would come from and it was agreed that we would request permission from the Trust to transfer £7000 from the under spend in element 3.2 to 4.2 and then pay /jane from 4.2 Communications. This will then eliminate the overspend from element 4.3.</p> <p>ACTION: Nicola to email Zoe at Local Trust to seek permission to transfer monies between budget headings.</p>	Nicola

7.	<p><u>BMX funding request</u></p> <p>There was a funding request from Jo Solbe at Derby Homes. The proposal was for £1560 towards the cost of running the BMX coaching sessions. It was taken to a vote and was decided that the funding of £1560 will come from the Community Chest fund.</p>	
8.	<p><u>Additional Bursary Request</u></p> <p>There was an additional bursary request from a resident wishing to complete an ESOL course through DALs. The lady has already been awarded a bursary this year of £216.</p> <p>There is currently a rule that you can only apply once per year and there was a discussion on whether we should change the dates for the Bursary as it's an academic fund and the dates are different from the financial year. However a further discussion took place regarding funding of ESOL courses. The Chair and Vice Chair are to clarify with Derby Adult Learning. Kay to organise a doodle poll for suitable dates.</p> <p>The bursary form needs to be adjusted to include the date next to the signature as the date box seems to be missed at the top of the form ACTION: Kay</p> <p>ACTION: Edith and Heather will visit DALs to clarify the circumstances with them.</p>	<p>Kay</p> <p>Kay</p> <p>Heather/ Edith</p>
9.	<p><u>Minutes from last meeting</u></p> <p>Nicola Lewis is the new LTO.</p> <p>ACTION: Nicola will contact DALs finance officer to ask about Work Club invoices.</p> <p>Signed SLA from DALs has been received.</p> <p>Janes SLA has been completed and signed.</p> <p>Rebecca's SLA is in the process of being finalised and will be finished this week.</p> <p>Creative Civic Change application was sent before the deadline and has been acknowledged as being received by the Local Trust.</p>	<p>Nicola</p> <p>Kay</p>
10.	<p><u>AOB</u></p> <p>Rebecca is putting together a Newsletter, due to be out by the end of the year.</p> <p>ACTION: Kay will book St Martins for the AGM which will be on 12th February 2019</p> <p>Rebecca, Kay and Jane will be meeting once a month to make sure they are all clear on what the other is doing and there is no duplication.</p> <p>Bill brought to our attention the Local Trust updated partnership guidelines from July 2017, where the need for clear separation of responsibilities between the LTO and resident voting members is emphasised. The implication set out by Local Trust is that anyone acting on behalf or employed by the LTO cannot hold the position of Chair/Vice Chair. Edith is to write to Zoe at Local Trust proposing that ABL return to a position of two vice chairs, one of whom would not have any links to the LTO.</p> <p>Rebecca will talk to Jane about a "warden plan".</p>	<p>Kay</p> <p>Edith/Bill</p>

11.	<u>What difference have we made</u> We have awarded a community chest application. We have had an update on the Comms and the profile review. We voted for there to be a 28 days' notice for the payment of invoices.	
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