



Meeting: Distington Big Local Partnership Meeting

Location: DCYP (Distington Centre for young people)

Date: Wednesday 30th March 2022

Time: 10:00- 12:00

Partnership member present: Paul Tharagonnet (PT), Christine Pattinson (CP), Patrick Kelly (PK)

Also In attendance: Jeanette Harold – Local Trust (JH), Steven Armstrong (SA) (LTO-remotely via Teams -), Katie Storey (KS) (Business Support)

Apologies received: Mary Smart, Danielle Leigh, Shirley Murphy, Gary Austin

Minutes from Meeting

Agenda Item	Minutes (Actions highlighted)	Actions/Owner
1. Appoint Chair	It was agreed PT would chair today's meeting	
2. Apologies	Apologies were received from MS, DL, SM, GA	
3. Minutes from last meeting	There were no minutes from the last meeting as this was an objective meeting on discussion around the 12 month interim plan to discuss and draft in preparation for sending to Local Trust.	
4. Final inputs to plan	The interim plan was further discussed and JH advised adding an extra column to the budget plan may be beneficial to provide actions and outcomes to go in more depth to further explain to Local Trust on how this would be achieved. It was agreed actions should be added. KS to make amendments to the plan and circulate. Once final approval KS to meet with SA to upload the plan to the Local Trust portal.	KS KS/SA
5. Input to memorandum of understanding	PT discussed memorandum. JH had added statement of intent. This is an understanding between two groups DBL & DCT so everyone understand the roles and relationships between the two groups and how both will work together, it was agreed that it would be amended and submitted to	

	Simon at Local Trust PT to make amendments on behalf of DCT	PT
6. Where we go next		
A. Community Event	Events were discussed including the Queens Jubilee and it was agreed a separate meeting is to be arranged between all the sub-groups who wish to be involved to collaborate together within the community. Date to be confirmed CP would inform.	CP
B. Community Chest	The partnership had a discussion around terms and conditions of community chest/Transport Grant applications. KS has drafted terms, guidance and application forms so there is a clear process in place. DBL would hold quarterly review meetings for applications received. It was agreed that the restriction of having a bank account may prove difficult for some groups due to the closure of many banks and being in a rural area, to make it a fair process it was decided that we would remove the clause around those established groups who didn't have a bank account as long as written quotations and receipts were received as proof of spends then this could be done through the usual route, application to be submitted with written evidence for those who don't have account. KS to update the process to include this.	KS
C. Land Development	In light of trespassers on the Legion Land recently it was discussed about adding security measures to the land so that it can only be accessed by Board members of DBL & DCT to prevent further incidents. A consultation is to be planned for 2022 members to discuss and plan. PT to discuss with board members at the next DCT meeting	ALL PT
7. Any other business	<u>Distington Big Local Limited bank account</u> – this account holds just over £31,000 which needs to be allocated to the LTO for Distington Big Local, PT is in the process of this along with Simon from Local Trust to change the signatories and be able to release the funds to Groundwork (LTO) PT to provide an update once achieved. <u>Appoint a new Chair</u> – It was agreed that a new chair would be appointed and KS was to email all members asking for them to come prepared to the next meeting with either a vote or a personal nomination. CT is to be excluded from this	PT KS ALL

	<p><i>due to a conflict of interest with DCYP. If members cannot attend the next meeting votes/nominations to be sent to KS via email prior to the next meeting on the 26th April.</i></p> <p><u>Website</u> KS brought up website and lack of information on there as this has not been updated for a while. KS to look into website provider to obtain a quote to keep the web page up and running as another source of media to provide updates to the community.</p>	KS
8 date of next 2 meetings.	26th April 10am, Community Centre.	
	24th May 10am Community Centre.	