

Brereton Million Partnership Meeting 16th November - 8:30pm

		Actions for next month	Finance expenditure to spend this month
1	<p>Welcome and Apologies Jack Burkinshaw, Matt Walker, Kevin Mann, Sam Rushton, Maria Smith, Peter Fahy, Sue Merriman, Kate Waterworth, Tim Morton, Emily May, Michelle Cliff (SS) Jayne Ison (SS), Karen Mann.</p>		
2	<p>Declarations and matters arising – Nothing Outstanding,</p> <p>Matt - We are looking to use Centric HR based in Hawksyard. Still yet to formalise and waiting on proposal from accountant. (Need to agree to the proposal and have a vote on proposal)</p> <p>Jack to arrange meeting with Accountant, Support Staffordshire, and Centric HR to have the transfer.</p> <p>Peter updated that he did put a bid in for the Captain Tom Fund.</p>	<p>Vote on the proposal from accountant</p> <p>Jack to arrange meeting with accountant, Support Staffordshire and Centric HR</p>	
3	<p>Finance report No Action.</p>		
4	<p>Admin Support Emily expressed problems with not having Microsoft word and suggest Microsoft 365 to help with admin duties. Peter mentioned Charity Digital - give out funding for mircosoft365. Emily to investigate it. All agreed to pay for Microsoft 365 if not.</p> <p>Jack proposed an amendment to secretary role to add line management to the role title. The Vice chairman now needed to be added as it had been shared and agreed in the correct time. All agreed. Roles and responsibilities to have its own segment at the next partnership Meeting.</p>	<p>Emily to investigate Charity Digital.</p> <p>Emily to Add Role and Responsibilities in the next meeting agenda.</p>	

	All Agreed		
5	LTO Update No update		
6	Plan - Please see support workers report. Session on budgets meeting (Next week). Wednesday 24th 7pm, Venue to be confirmed. Plan needs to be completed by 31st December. Plan to be with Karen by the 1st of December. Sue breaking up on 14th December for Christmas.	Sue to have plan sent to Karen by 1st December.	
7	Connects Update Peter gave an update on the connects event. Jack gave update on the connects event. Jack mentioned all trainings are on big local YouTube. Friday First training was asset training. Second training was meet the trustees. Saturday First training was policies. Second training was high street (advised watching that one on YouTube) about how communities can take on buildings and change them into multi use places. Kate enjoyed the connects event, and found it was a great networking event. Engaging more with local authority training. Listening and engaging with the YP - Questioned if OUR YP should be a part of OUR partnership. One idea brought from connects was a land registry for everyone to have so everyone knows who everyone is around Brereton for example (red lion pub/ Who owns it) This would help with a hand over plan. Tim suggested a shopping list to help with future projects and funding that will become available. All enjoyed the event. Jack gave feedback that he felt it was very policy based.		
8	Events Update Please see support workers report. Peter referred to previous email around Remembrance Parade plans for next year. (Matt	Matt to draft a letter around the remembrance	

	<p>to draft letter and send to Sue. Sue to then send to parish council giving feedback around how the RP went.)</p> <p>Maria felt the parked cars were dangerous due to people wanting to turn cars around, all volunteers got abuse from people.</p> <p>Matt suggests to have a briefing meeting with the British Legion and the parish council before the next event.</p> <p>Jack asked about award event for the new year. Sue proposed we have event meeting for the year. Volunteer is needed for events coordinator.</p>	<p>parade and give feedback. He is then to send it to Sue.</p> <p>Sue to send completed letter to Parish Council.</p> <p>Emily to add to next month's Agenda.</p>	
9	<p>Community Fund Meeting to be arranged. Kate Karen Peter Chris and Jack</p>	<p>Meeting to be arranged with Kate, Karen, Peter Chris, and Jack.</p>	
10	<p>Brereton Grows</p> <p>Need to revisit what groups are needed- discussion at later stage</p>		
11	<p>Parks and open spaces Sue has been made aware that the park does not get locked unless the pool is assessable.</p> <p>Matt suggested someone to do work on the park.</p> <p>Sue wants the benches to be completed.</p> <p>Sue has rejoined the community safety team, Tim suggested expressing concern to parish council and local PCSO, Jack also suggest PCSO coming to one meeting, along with Ben Adams (Crime commissioner)</p>		
12	<p>Skills Moved to next meeting</p>	<p>Emily to add to next month's agenda.</p>	
14	<p>A.O.B Jack - Kate mentioned about YP being involved in meetings to get a YP voice and opinions. Jack wants this to be discussed as an agenda item.</p> <p>Emily to send everyone an email 2 weeks before the meeting to ask about what items people want to add on the agenda.</p>	<p>Emily to add YP input to meetings added onto next month's agenda.</p> <p>Emily to send email two weeks before</p>	

	<p>Tim - Thanked everyone for their forms, Tim wants 15 minutes on next agenda for Big local.</p> <p>Jack - Margaret Jackson and Chris has been in touch about a gathering with chairs and vice chairs. Jack to send an Email to Chairs and Vice chairs about this.</p> <p>Matt - Centric HR (agreement in place) we get £15ph for a kick starter (which will be used to pay any bills that BM accrue). Others may do this and be paid instead.</p>	<p>each meeting asking if anyone has any agenda items they would like to add.</p> <p>Emily to Add big local on next agenda.</p> <p>Jack to send email to Chairs and Vice Chairs.</p>	
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