

Meeting Minutes: Partnership Executive Meeting

Date: 12th December 2023 **Time:** 5:30 pm **Location:** Congleton Town Hall

Peter Aston (Chair), Glen Williams (Vice Chair), Cathy Dean (Officer), David McGifford, Jo Money, Kay Wesley, Patti Pinto, Amanda Martin, Jackie MacArthur, Susan Munro, Diane Ritherdon, Alison Wright, Denis Murphy, Dick Drew, Richard Wharfe (Resident).

Apologies: Peter Holdsworth, Heather Sneddon, John Davies, Margaret Gartside, Vic Brown.

Next meeting: Tuesday 20th February Congleton Town Hall 5:30 pm

<p>1.</p>	<p><u>Welcome</u></p> <p>Peter chaired the meeting and welcomed everyone to the group.</p> <p>Minutes were approved from the last meeting on 12.09.23.</p> <p>Outstanding Actions:</p> <ul style="list-style-type: none"> • Cathy to compile a list of defibs and understand the spread around the town. – This has been completed. Only 24-hour, public access defibs were included on the map. Congleton Lions had a grant for the next defib being installed at Back Lane Playing Fields, Congleton Partnership has brought the cabinet. Installation is due on the 20th of December. Cathy was successful in applying for a match-funded defib grant from www.defibgrant.co.uk This amounts to £750, the Partnership's contribution of £750 does take us over the approved budget by £380. All were in favour of contributing the extra £380 from funds not allocated yet (Please see Finance report). This will be the last defib unless more budget is approved. A location for installation is yet to be confirmed. A suggested location would be the CO-OP on Bromley Farm Estate. View the map HERE. • Cathy to support Congleton Solar with the share offer (Ongoing). The share offer is due to close on 31st December. There is still time to invest if you can support the project. https://congletonhydro.co.uk/congleton-solar/ • Resident R Wharfe raised some questions regarding Partnership Finances, Cathy replied directly to Mr Wharfe on 31st October – a copy of the email communication can be viewed HERE.
<p>2.</p>	<p><u>St Peters Church Presentation</u></p> <p>Dick Drew gave the group a presentation on the plans to update/transform St Peters Church. The vision for the project is to develop a church centre providing a place of worship and welcome near the heart of the town. The project would provide a flexible and sustainable building which could be open during the week.</p> <p>You can view the presentation HERE.</p> <p>A letter of support has been requested from Congleton Partnership, it was also suggested that each subgroup could write a letter of support.</p>

	<p>The project is in its early days, no planning applications have been submitted and as a grade two listed building full support will be needed via the conservation officer.</p> <p>An example of a similar project: St John's Church Knutsford. https://stjohnsknutsford.org.uk/</p>
A	<p>Peter Aston to action letter of support.</p>
3.	<p><u>Constitution Review / Parishes Involvement</u></p> <p>Vic Brown sent in an update regarding the surrounding Parishes' involvement in Congleton Partnership:</p> <p>“UPDATE: Developing a relationship between Congleton Partnership and Parish Councils peripheral to Congleton TC</p> <p>In November, representatives of parish councils peripheral to Congleton met to discuss several issues of common interest.</p> <p>Amongst these was the idea, raised at the last Congleton Partnership meeting that the terms of reference might be modified so that parishes peripheral to Congleton could participate in meetings of Congleton Partnership</p> <p>OUTCOME</p> <p>Whilst there was some concern by parish councillors about the independence of the Partnership, the group recognised that there could be benefits from joining and contributing to it.</p> <p>The group of parish councils (which will meet possibly 4 times in the year) has no formal constitution other than as statutory parish councils i.e. they are a forum rather than a formally constituted body.</p> <p>It was agreed that we should request seats for 2 representatives on Congleton Partnership, subject to your approval. The representatives will be Cllr Vic Brown (from Hulme Walfield and Somerford Booths PC) and one other selected on a revolving basis. (initially North Rode). This will allow the involved parishes to better understand the needs and work of the Partnership and hopefully contribute positively to them.”</p> <p>Everyone was in favour of the requested two seats. Peter to review the constitution.</p>
A	<p>Review Constitution</p>
4.	<p><u>Financial Update</u></p> <p>The executive summary was presented at the meeting, please view HERE.</p> <p>K Wesley questioned the executive figure which is made up of several transactions, these were read out during the meeting.</p> <p>It was agreed that the executive summary didn't give enough detail and that Partnership finances need to be more transparent.</p> <p>Cathy to action a new format so financial information can be easier to understand.</p> <p>D Ritherdon chair of Dementia Friends is almost self-funding (As an example £300 was raised through a raffle at the Makers Market in October, more importantly, 17 new people were helped for support with Dementia). So they agreed allocation of £2000 may not be required.</p>

S Firkin – Senior Forum budget will be spent on the Changing Lives contract, Health & Wellbeing Fayre, plus digital exclusion projects. Any reallocation of the budget from Dementia Friends to the senior forum would be gratefully received.

S Firkin – The recycling of electronic vapes / disposable vapes would be a project to consider. G Williams agreed that vape use and in particular vape impact in Congleton needs to be investigated, the trend of vaping is particularly high in younger people – what are the effects long term?

5. **Project Updates**

Congleton VCP – Alison Wright gave an update on Congleton Volunteer action, Alison has a background in volunteering through the scouts and The Old Saw Mill meal club. After a rocky start trying to move forward with the AMI system, we used the time to build relationships with Social Prescribers, Social Prescribers, Health Centres, Carers, District Nurses, CE Hospital Discharge Team, CE Crisis Management Team at Macc, Chiropodist, CE Community Development Officers. Mukka, Julie, Sharon, Jonny, Lucie, Jonny, Bromley Farm Community Hub & CVS.

We use a unique, person-centred approach, every volunteer meets with Alison in an informal interview to understand their wants, needs and abilities. We match with an opportunity to volunteer, managing their volunteering experience wherever support, training, workshops, and social activities as required.

We now manage a team of 100 volunteers, with opportunities ranging from Befriending, Shopping - taking and getting, Gardening, DIY, Hospital visits, Accessing social events, Cleaning, Cafe, cooking, baking, Selling a vehicle, Catching chickens, Moving heavy boxes, Reorganising a kitchen to name a few!

Fantastic testimonials from getting people back into work, increasing confidence and reducing isolation 'being part of a team'.

Looking to expand the promotion of the project through branding as Congleton Volunteer Action (CVA), a new leaflet, possible website. Looking to link in with all organisations in the town.

K Wesley – Almost like a recruitment agency, a simple website with a searchable database of opportunities.

J Money – link in with the new Get Involved website – perhaps we can expand that to link on CVA. Jo / Alison to arrange a meeting to discuss.

Congleton Land Share Project – We have been unable to drum up enough support to carry forward the original idea of land-sharing gardens. A new proposal was submitted to the Cheshire East Grants team. The agreed in principle with the expansion of the Hilary Ave. plot and were particularly interested in the community education/cooking days. An itemised costing of tools and plants to be purchased will be submitted to Cheshire East. [You can view the new proposal HERE.](#)

Health & Wellness Hub Update – Usman from Plus Dane sent the following update: “It’s been a while since the last project update on the Congleton Wellbeing Hub proposal so I wanted to share where we are currently up to with progress.

I previously mentioned that the crucial aspects of the project are the IT and health & safety considerations and this has taken some time to fully review and find workable solutions, this is due to the top floor office space been vacant for such a long time and with no IT infrastructure in the space along with limited staff presence in the building. We have now considered most aspects of the project with a few exceptions and I have therefore started to draft the project proposal which will be shared with our Exec Management Team once it’s ready. In terms of timescales we are looking to share the report with our EMT in January and providing everything is okay we will begin to plan for mobilisation.”

Green Fayre Report – The Green Fayre took place on 30th September 2023. [View the report HERE.](#)

Congleton Solar – Congleton Solar is on target to hit the minimum amount of 400k to start the project, the scheme may be reduced depending on the final amount raised at the end of the share raise on the 31st December. Update to follow in the New Year.

6. **New Projects/Requests**

Updated edition of the Get Involved Booklet (Community Projects) – Funding agreed £1000 (Exec meeting 12.09.23) two further printing quotes were requested. J Money is collating information and format changes for the booklet. Printing costs may need to be revised. Update in the New Year.

Streetscape/Trees for Congleton Request - £1000 requested as a contribution for a shredder. [View the project request form HERE.](#) To confirm Streetscape would open and store the equipment. All in favour of the request.

Grant Application for Food & Friendship – Cathy had made an application via CSG to the Cost of Living grants via Cheshire East. Food & Friendship is a project started via Marks Events at the Town Hall, 2 sessions are held giving a free, hot meal to residents. Regular attendance of 25-30 people. Due to rising costs for the project to continue funding need to be found.

After the meeting, the decision was received that the application had not been unsuccessful.
A. Cathy to try and find alternative sources of funds.

J Money – The Town Trust would consider an application for this type of project.

7.	<p>Margaret Williamson Trust – Documents were issued before the meeting regarding the future of the MWT in the absence of Congleton 4 Congleton.</p> <p>Please view:</p> <ul style="list-style-type: none"> • MMW Proposal to Partnership • Partnership Agreement with Cheshire Community Foundation <p>Interim – All in favour of Congleton Partnership taking on the role of Congleton 4 Congleton for one year with a view that MWT explores setting up as an independent Charity.</p> <p>A. J Mac to inform Cheshire Community Foundation</p>
8.	<p><u>AOB</u></p> <p>Congleton Health & Wellbeing Fayre is set for 26th March 2024 at Congleton Town Hall 10 am – 3 pm. If you would like a stand please contact cathy.dean@congleton-tc.gov.uk</p> <p>The 23/24 Winter edition of Congleton Cares leaflet has been produced and copies are available from the information centre at the Town Hall. A PDF version can be viewed HERE.</p> <p>Please note the 2024 Meeting Dates (All take place at Congleton Town Hall at 5:30 pm).</p> <p>20th February / 11th June / 10th September / 10th December</p> <p>Cathy to send out calendar invitations. Outstanding actions:</p> <ol style="list-style-type: none"> 1. Peter to action letters of support for St Peters Church 2. Peter to review the constitution 3. Cathy to research funding for Food & Friendship 4. Costings for Bromley Bloomers Garden Project 5. Jackie to inform the Cheshire Community Foundation