

Meeting Minutes: Partnership Executive Meeting

Date: 20th February 2024 **Time:** 5:30 pm **Location:** Congleton Town Hall

Peter Aston (Chair), Glen Williams (Vice Chair), Cathy Dean (Officer), David McGifford, Kay Wesley, Patti Pinto, Suzy Firkin, Amanda Martin, Jackie MacArthur, Susan Munro, Alison Wright, Bob Edwards, Margaret Gartside, Vic Brown, John Spence, Lucy Thompson-Smith.

Apologies: Peter Holdsworth, Heather Sneddon, John Davies, Jo Money, Diane Ritherdon.

Next meeting: Tuesday 11th June Congleton Town Hall 5:30 pm

1.	<p><u>Welcome</u></p> <p>Peter chaired the meeting and welcomed everyone to the group. A round of introductions took place.</p> <p>Minutes were approved from the last meeting on 12.12.23.</p> <p>Outstanding Actions:</p> <ol style="list-style-type: none"> 1. Peter to action letters of support for St Peters Church – Peter is in contact with St Peter's letters of support will be actioned when required. 2. Peter to review the constitution (on-going). 3. Cathy to research funding for Food & Friendship – a grant application to the cost of living fund 23/24 was unsuccessful. A new application was made to the Healthy Neighbourhoods grant fund, waiting to hear the result. 4. Costings for Bromley Bloomers Garden Project – Cathy sent updated costings for the landscape project to Cheshire East awaiting feedback. 5. Jackie/Cathy to inform the Cheshire Community Foundation – CCF has confirmed that there are no objections to Partnership standing in to administer the Margaret Williamson Memorial fund in place of Congleton 4 Congleton. 6. Back Lane Playing fields defib has been installed. Special thanks to Eric Charlesworth (Electrical Contractors) Limited who installed the equipment free of charge. Partnership received match funding from London Hearts. A final defib is to be installed at Howdens, Congleton Lions funded the defib and Partnership purchased the cabinet. 7. £1000 was transferred to Streetscape to purchase the shedder as agreed at the exec on 12.12.23
2.	<p><u>Congleton Volunteer Ambassador Programme</u></p> <p>Lucy Thomson-Smith - Cultural Economy Development Manager from Cheshire East joined the meeting to discuss SPF funding bid, key points:</p> <ul style="list-style-type: none"> • Shared Prosperity Funding is available from central government to help address national inequalities on a local level • Cheshire East Council Cultural Economy Department has been granted £50K to spend meeting objective E6: local arts, cultural, heritage & creative activities

- The specific project is to develop cultural volunteers and capacity in a minimum TWO [Vitality Towns](#) across Cheshire East
- £20K of the funding must be spent by the end of March 2024

Priorities for Congleton:

- Increased capacity of cultural volunteers
- Legacy building for future cultural and creative events and activities
- Encouraging new/young volunteers to engage
- Joined up a partnership approach to volunteer engagement across the town

[Brief one can be viewed HERE](#)

[Brief two can be viewed HERE](#)

Community Projects & Congleton Volunteer Action is very keen to put a bid together working with relevant groups connected to the Partnership.

The majority of the room is in favour of Partnership supporting a bid, working with a cross-section of groups and developing a strong programme of events.

Suzy/Margaret – concern raised – is this going to create an extra burden on an already stretched group of regular volunteers?

Vic – Where does Congleton end? Groups like Clonta Opera have a strong track record of events and volunteers, plus a youth programme.

Amanda – how do we attract and encourage younger volunteers, and retain them as they move away for work or university etc

Kay – exciting project, massive marketing and engagement required.

Jackie – grabbing the opportunity now but building in sustainability so we can create a strong foundation to build on which takes us into the future in a stronger position.

All feedback is taken on board, Lucy will send out the briefs and we need to reply by 11th March with a bid.

A Cathy to organise a meeting to put together a bid with all interested parties.

3 **Financial Update**

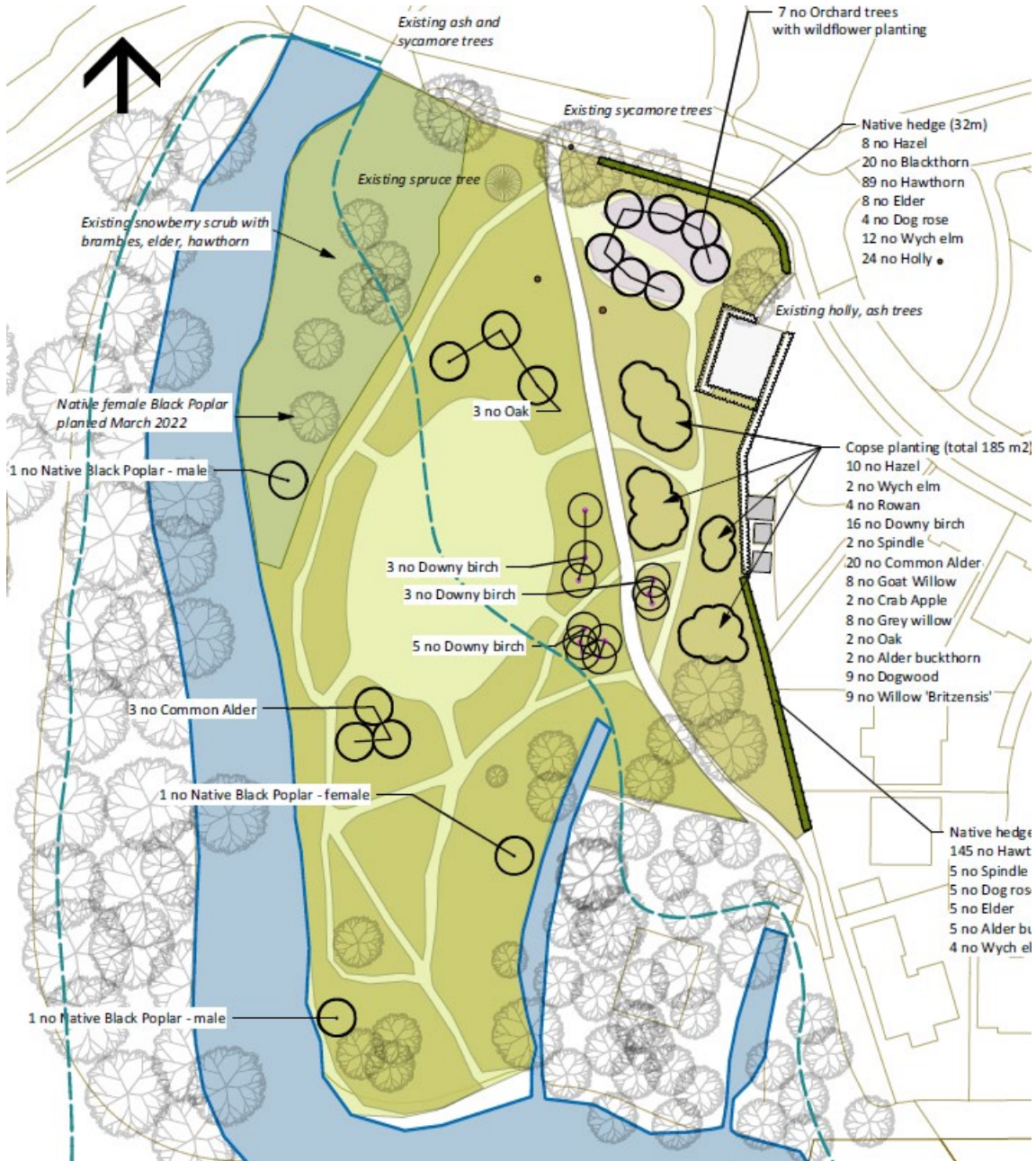
The executive summary was presented at the meeting. CSG account holds the Cost Of Living Grant - £8853.23 remaining (Starting balance £9580).

	Income	Notes	
		Period 1.04.23 -15.2.24	
		Opening Balance 01.04.23	57,226.00
1	Tree council	Tree Grant	2259.22
2	Lions	Defibrillators	1000.00
3	MWMF	Held funds for grants only	919.05
4	CTC	£9,000 being held in reserve by CTC 23-24	0
9	Total receipts	Subtotal	£61,404.27
	Expenditure to date	For the period 1.4.22 to 31.08.23	

1	Executive	Website, Insurance, Zoom subscription, mobile phones.	910.36
2	Congleton Cares	Congleton Cares Leaflet Design & Print.	272.00
3	Dementia	Leaflets	65.50
4	Amie Project	Congleton Volunteer Action (Old Saw Mill)	9382.00
5	CSG	Green Fayre	1780.50
6	Congleton Solar	Share Raise (Costs to be reclaimed from DVCE-CP)	561.20
7	Senior	Changing Lives + Leaflets	4508.00
8	Room hire/Refreshments	Exec Meetings, Green Fayre and Health & well-being events.	726.00
9	Community projects	August Play Day	350.00
10	Defibrillators	Bowling Club, Back Lane + Cabinet for next placement	2765.00
11	Trees	Trees for Congleton 23/24 season	2306.92
12	Streetscape	50% contribution for chipper	1,000.00
Total Expenditure		Total expenditure for the period	24,627.28
		Balance held in the account	£35,776.79

	Project /Group	Allocation	Spent to date	Allocations not spent	Comments
Projects in progress					
1	P Realm – MB Way	10,000	6,786	3214	
2	Youth Forum	2,000	0	2000	Agreed at Exec 12.09.23
3	CSG Green Fayre	2500	1780.3	719.70	Agreed at Exec 12.09.23
4	Dementia Grp (ongoing)	2000	65.80	1934.20	
5	Defibrillators	7450	7800	0	£350 over budget agreed 12.09.23
6	Senior Forum	12,000	4508	7492	
7	AMI Project/Congleton VCP	17500	11,317	6183	
8	Tree Group Grant Tree Council	1354	2306.92	-952.92	Tree Grant Approved £2496.95 paid in April 24
9.	MWMR (Grants)	919.05		919.05	
	Total			21,509.03	
Projects agreed / budgets allocated -					
1	Mini Bus Drivers			2000	
2	Sports Pop-Ups – Originally 8K			7000	
3	Get Involved Leaflet			1000	
	Totals			10,000	
Summary of projects					
	Projects in Progress	88685	42460	21509.03	
	Projects agreed / budgets allocated -			10,000	
	Totals			31,509.03	
	Unallocated Funds			4267.76	

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4.	<p><u>Project Updates</u></p> <p>Health & Wellness Hub - Usman from Plus Dane gave an update of the Wellbeing Hub planned for the 2nd floor of Worrall Street. Work still progressing on governance, logistics, health and safety, risks and barriers and suitable IT solutions. Envisaging the hub will be a 12-month pilot. Likely to cost around £33k, Plus Dane already secured £30k. Plus Dane would manage the project for the first 12 months. Hoping that Plus Dane will sign off the project at the end of February and then 2-3 months to prepare the building. Aiming for long-term success. 10 delivery partners interested in using the space.</p> <p>Congleton Solar – Thanks to the overwhelming support from community investors and the backing of significant financial contributions, Congleton Solar has exceeded the minimum target of £400,000, thanks to a substantial Key Fund loan and grant amounting to £100,000. Bolstering the pot, the CO-OP Booster Fund has invested £60,000. With the final total from community investors raised £317,950, plus £15,000 existing cash, the final total is £492,950.</p> <p>This should enable the realisation of all 10 planned solar schemes but one scheme will be put on hold until the final costs of the 10 installations outlined in the business plan are confirmed.</p> <p>Elizabets Group - Book launch of "Still She Rises," celebrating women everywhere.</p> <p>Join us for an extraordinary evening as we celebrate the highly anticipated launch of Still She Rises. This exciting event will take place on International Women's Day, Friday 8th March, in the downstairs room at Congleton Library, at 7 pm.</p> <p>Come and party with us as we unveil this remarkable book, written to celebrate the life and achievements of Elizabeth Wolstenholme Elmy and women everywhere. Still She Rises is a compilation of short stories and poems that will leave you inspired and captivated from beginning to end. Come along and enjoy entertainment from local groups, readings by some of the writers, and the refreshments provided by Elizabeth's Group. Facebook event link - https://www.facebook.com/events/296503706750672</p>
	<p><u>AOB</u></p> <p>Congleton Health & Wellbeing Fayre is set for 26th March 2024 at Congleton Town Hall 10 am – 3 pm. Stalls are now full, any questions please forward them to cathy.dean@congleton-tc.gov.uk</p> <p>Margaret Williamson Trust grants are now open, please share them with your connections: https://congletonpartnership.co.uk/project/margaret-williamson-memorial/</p> <p>Havannah Village – Paddock Project</p> <p>The residents of Havannah Village have contacted the Partnership for assistance in applying to the Tarmac Landfill Communities fund. The resident's association (Limited Company) own the Paddock across from the Hydro and would like to improve the area with further planting, installing paths and a notice board. Trees for Congleton are already working with the group on planting more trees. In total cost will be in the region of 23k. To qualify for the Tarmac grant they need a contributing third party putting in 10%.</p> <p>All agreed that the Partnership can facilitate the grant application to assist them in obtaining the grant, we can then apply for smaller grants to assist with raising 10%. Plan of the site below:</p>



Please note the 2024 Meeting Dates (All take place at Congleton Town Hall at 5:30 pm).

11th June / 10th September / 10th December

Outstanding actions:

1. Organise a meeting and write a bid for Creative Champions. (Cathy)
2. Contact Callum to offer assistance with grant for Havannah. (Cathy)