**RWT Partnership Meeting – Decisions and Actions**

**Date:** Wednesday 10th November 2021
**Time:** 10am -12pm
**Venue:** Rudheath Social Club

**Attendees: Partnership** –Nic Williams (Chair), Linda Williams, Amanda Bulfin, Zoe Cadman, Lee Barber (new member), Rachael Rathbone. **Other** - Heidi Bibby – RWT Project Manager, Lesley Moore – RWT Events and Community Engagement Officer, Zephran Fern – RWT Youth Worker, Clare Babs – Local Trust Representative, Rev. Andrew Ridley (Vicar St Helen’s Church)

**Apologies**: Dan Ellis – Groundwork/ LTO Rep, Andy Stott (Deputy Chair). **Non-attendance:** None

1. **Welcome to all -** Nic welcomed all and welcomed Lee Barber as our new member and Zoe Cadman who has rejoined the partnership after a short break.
2. **Declaration of interests:** Lee Barber – Rudheath Senior Academy

**For Information:**

1. **Finance/ Budget Update**

Report has been circulated with the agenda. There is still a small amount being spent due to the delay in starting projects and should be no problems spending the funding by the end of the project. Clare suggested any remaining small funds could be used to set up a lending library in the final year.

1. **Update on work**
Reports circulated with the agenda. Zoe asked how they new way of working was getting along. Heidi and Lesley said it’s been quite successful, just need to ensure we remain visible in the community.
Clare suggested investing in coats with RWT logo to wear when out and about.

**Action:** Heidi/ Lesley to investigate styles/ costs and discuss with Nic.

1. **Partnership Recruitment**

We have recruited one new member (Lee) and Andrew has come along to the meeting to find out more. Should Andrew join we are back to the required 8 members, however we still need to recruit at least 2 or 3 more. Heidi will be attending the Artisan Market on Saturday 13th, but all still need to recruit. Zoe has one person who she thinks will join.

Lee has a new governor (Stuart Hayes) at RSA and thinks he may be interested in joining.

**Action:** Lee to send Heidi contact details and Heidi to get in touch.

**Action:** Heidi to get info from Zoe and send details over.

1. **New RWT Website**

Zephran has worked on a new site for RWT which is nearly ready to be launched. Heidi showed members the new site and explained the partnership log in, which will have minutes, policies and an ideas section. There is only a small additional cost for the community calendar (£43 a year) otherwise all the work has been done by Zeph.

The partnership thanked Zeph for his work.

**Action:** Heidi/ Zeph to advise when going live and send login details.

1. **Big Local Connects Feedback**Heidi/ Lesley and Zeph fed back from Connects on 29/30th October.

There is potential to apply to Awards 4 All in 2022 and a project to support children/ YP mental health and resilience with RSA was briefly discussed.

**Action:** Heidi to add to the meeting agenda in early 2022.

1. **RWT Community Awards**

Nic gave a brief update from the planning meeting on 2nd November. Lesley has spoken to Dave about the questions raised.

The categories need to be confirmed before Xmas as Lesley would like to publicise in early Jan ’22 to ensure we get nominations.

Lee outlined a scheme that they do at RSA and RWT could possibly sponsor an award.

**Action:** Heidi to add to agenda for next meeting.

It was ***agreed*** to provide a goody bag for all attendees. This can be discussed at the next planning meeting.

**Action:** Lesley send date to all for next planning meeting to be held before Xmas break.

**For Decision/ Discussion**

1. **Community Spaces**

**(Andy sent email vote for all proposals)**

**Sports Pitch** – (Lee had left the meeting to return to school). The proposal and agreement were discussed. A question was raised re: planning permission and use of the pitch in the evening could have an impact on community use.

**Action:** Heidi to confirm with RSA re: planning.

To ensure all paperwork for Local Trust is complete RSA will need to complete an application from for the funding – to include proposed RWT programme of activity information.

**Action:** Heidi will arrange with Jack/ Lee.

***All agreed*** that they are happy to fund £20,000 towards the sports pitch if there are no planning issues.

**Action:** Heidi will send draft funding agreement to RSA to be approved and final version signed. This will then all be sent to Local Trust to arrange release of the funds.

**Skate Park –** Heidi/ Lesley outlined recent discussions with Chris Shaw at NTC. NTC plan to apply for funding from WREN and RWT funds would add to this to match fund. The project would be completed by the end of 2022 (if funding application successful).
Action: Heidi to look at Local Trust guidance on investing in community assets.

***All agreed in principal*** to contribute £30K on the basis that application, agreement re: maintenance etc. and due diligence is completed.

It was suggested that RWT could put on some skate demos by professionals and possibly use as part of the summer activities in 2022 (if completed). Also to look at Sport England funding possibilities.

**Action:** Heidi/ Lesley to contact Chris to update.

**Rudheath Bowls Club – play area** – Lesley gave an update from meeting with Dave. There were a number of queries and concerns. Dave came in and outlined plans. Clare asked Dave to check re: rules and regulations for play areas. Lesley have extensive experience from NTC on play areas. It was agreed that Lesley, Clare and Dave would have a separate meeting to discuss and then bring back to partnership.
**Action:** Lesley to arrange meeting as soon as possible.

1. **Emerging Futures**

Heidi gave an update on proposal. Draft agreement has been circulated.

***All agreed*** that they were happy to support the project based on:

* Payment on results/ completed reports only.
* 6 month pilot with the option to extend.
* Maximum budget of £5k until review.
* Set clear targets for new self-employed, current businesses and school sessions.

**Action:** Heidi to update paperwork/ documents and send to Geoff and schedule start date for Jan 2022.

1. **Victoria Road After-School Project**

Pilot project identified during plan consultation, maximum of £1k. Lesley updated the partnership on conversations with the school. They have decided that other clubs would be more beneficial than homework club, such as cooking or reading. The costs for the sessions were circulated.

Lesley explained that she had also put them in contact with Grozone and Cheshire Food Hub.

***All agreed*** to fund the following clubs up to £1k budget:

* Cooking
* Reading
* Choir

**Action:** Lesley to contact VR school with information on agreement.

**Action:** Heidi to arrange paperwork and payment.

1. **Any Other Business**
* **Xmas Activities – update**

All Xmas activities have been scheduled:

**1st December, 10am -1pm at Rudheath Social Club – Wreath Making**. Open to all RWT residents (including partnership) at a cost of £5 – this is heavily subsidized by RWT as the normal cost is £30. The session will be delivered by Mayflower Bloom. Info will be out early next week on social media and tickets are to be purchased from Lesley beforehand.

**8th December**, **10am -1pm at Shurlach Chapel – Cake Decorating**. Open to all residents to decorate a fruit, sponge or chocolate log. Nic and Linda will be leading session. There will be a small cost to cover some of the materials.
More info will be available next week.

**W/C 13th December – Isolation Treat Boxes.** We have had a very kind donation of £1,000 from Julie Senior at NPORS. This will cover the cost of these bags. These are for anyone in the RWT area who lives totally alone. Nominations are now open so please promote to all.

**W/C 13th December –** **Family Food** **Boxes** – this is to be confirmed depending on funding.

**Winter Wonderland** – Heidi is still to speak to Andy at Grozone about this. Will update via email/ FB once more info.

* **Crazy Races – 26th June 2022.**

There is a cost of £150 + VAT. All agreed that they wanted to take part in this. Details to be confirmed in January.
**Action:** Heidi to put in application and arrange payment.

* **Review Session – January**

All agreed that a plan review session and discussion about the future of RWT would be helpful in the New Year. Would be day-time 10am -2pm.
**Action**: Heidi to send dates around the group.
**Action:** Heidi and Lesley to find appropriate venue.

* Rudheath Parish Council – Xmas Lights Switch On

It was felt that RWT should have a stall at this event. **Action**: to look at date and find out if can have stall. Volunteers will be needed.

1. **Agreement of Decisions and Actions from 8/9/21 – agreed accurate.**

**All actions have been completed.**

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| **Actions** | **Who** | **By when** | **Done** |
| Find out more detail from Chris at NTC about timescales and plans for the skate park. | Lesley | 10/11/21 | **✓** |
| Speak to Adam Gerrard from Northwich BID to see if he has any further information about the skate park group | Heidi | 10/11/21 | **✓** |
| Check with Local Trust about change of plan. | Heidi | 10/11/21 | **✓** |
| Contact Geoff and ask for a costed proposal for the partnership to discuss/ approve. | Lesley/ Heidi  | 1/10/21 | ✓ |
| Send partnership review forms to Heidi to circulate. | Clare | 9/9/21 | **✓** |
| Send all Code of Conduct/ Register of Interests/ Partnership Forms to complete. | Heidi | 9/9/21 | **✓** |
| Partnership to complete and return forms to Heidi asap. | Partnership | 10/10/21 | **✓** |
| Send Zeph further information about Connects for him to decide if he wants to attend | Lesley | 9/9/21 | **✓** |
| Confirm dates with the Social Club for Community Awards. | Lesley | 10/10/21 | **✓** |
| Email Kathi/ Zoe re: RWT equipment. | Heidi | 9/9/21 | **✓** |
| Send partnership info to Heather Spencer. | Heidi | 9/9/21 | **✓** |
| Send The Clock Tower menu and Doodle Poll to all to choose best date for Xmas Meal.  | Heidi | 9/9/21 | **✓** |

1. **Date of next meetings: Please add them to your diary\*.**

Meetings will mainly be face-to-face unless there are any new restrictions. A Zoom request will be sent if not.
If you can’t join in person, there will also be the option to join remotely.

1. **- Xmas Lunch – 8th December, 6:30pm – The Clock Tower**

 **2022 Possibly 12th January 2022, review session – details TBC**

* **9th March 2022, 10am-12pm location TBC**
* **11th May 2022, 6-8pm location TBC**
* **13th July 2022, 10am -12pm location TBC**
* **14th September 2022, 6-8pm location TBC**
* **9th November 2022, 10am – 12pm location TBC**

\*Please note - If any important decisions/ actions need to be taken there may be extra meetings needed.