

Sompting Big Local Partnership Meeting
The Parade, Cokeham Rd, Sompting, Lancing BN15 0AH
16th September 2019 @ 6.30pm

Present : Kevin (KP), Chair Leon (LRL), Trisha (TRL), Richard (RM), Jim (JB), Emma B (EB), Mel (MS) & Keith (KC)

Apologies : Barbara (BL), Pat (PL) & Emma (EC)

Items		Actions
Approval of July & August Minutes	KP chaired meeting and asked Minutes to be agreed. EC unwell so MS agreed to take actions from meeting.	Emma to confirm if Netti is still on partnership.
Partnership Review	<p>JB explained the membership of each partnership will change over time, as new people join and others step back. The trust have asked him to submit updated info for the partnership between September & December 2019. This is to keep track of who is in each partnership and continues to meet the criteria. As part of the review JB will need each person's name & role, including signed membership sheet. Also to ask:</p> <ul style="list-style-type: none"> ● Does the partnership currently reflect the community? ● Has the partnership followed its own policies & procedures? ● Has the partnership behaved in line with the ethos & values of the big local? ● Does the partnership conform to big locals conflicts of interest guidance <p>Once completed JB will submit to us on the Big Local Community</p>	Jim to make available the forms to complete.
LTO update	<p>All partnerships were given the budget sheet of spend under themes below:</p> <ul style="list-style-type: none"> ● Environmental education ● Action fund ● Facilities ● Parks & open spaces ● Young people ● Sompting events ● Core services ● Health & Wellbeing 	Emma to develop the sheet to include more details & be more user friendly (E.g. under/over spend etc.. for next meeting).

Co-ordinator Update	<p>EC was unwell - left update with chair (Update notes below):</p> <ol style="list-style-type: none"> 1. Meet with new parish chair - will invite her to partnership meeting. 2. SFC happy for 1 year to be considered @ £910? 3. Grant notified and received paperwork. 4. Residents looking to form a new group for pre/post natal depression (Make group aware of Mind project for support). 5. New partnership member induction drafted. 6. Trips - Alfriston and Eastbourne. 7. Facebook for Sompting first aid training. 8. Going local are recruiting for new workers 27/9 as Emma is leaving. 9. arranging visit to globe to view swimming pool which received SBL funding - all welcome. 	<ul style="list-style-type: none"> • Emma to confirm if window sticker has arrived (Kevin will fit up and clean window). • Emma to confirm training and visit to SRW, to recruit a young journalist. • Emma to ask for young people's feedback on SBL consultations etc. if interested joining Emma let her know. • Emma to send out New induction for partnership comments.
Email Communication between members	<p>Discussion held around BCC emails - all agreed that they would put their request in the subject to let EC know if wanted email to be shared with all the partnership members or request email from other subgroups (E.g. Urgent priority or Share to all); if interested.</p>	<p>All to action.</p>
New plan	<p>JB talked through the powerpoint regarding the new plan.</p>	<p>Emma to share the Powerpoint with Notes.</p>
IT Junction	<p>Process developed to sign out SBL laptops for use by volunteers at Avon sheltered housing to help and support elderly residents access online skills and online services.</p>	<p>Emma to show volunteers the process and confirm with them start date.</p>
Night at the museum	<p>EC talked about this event (E.g. becoming a trustee etc.. on 06/12/19 @ Worthing Museum run by Communityworks).</p>	<p>Emma to attend event, possibly recruit partnership members.</p>
New member of partnership	<p>KC talked about why he wanted to be a partnership member and the skills he brought with him; KC left the meeting for the partnership to vote.</p>	<p>Emma to let Keith know he is now a full partnership member.</p>
AOB	<p>New plan workshop dates to be confirmed.</p>	<p>Emma to send some dates.</p>

Next Meeting: At the HUB on **Date TBC** @ 6:30pm - Chair: Mel Shaw