

**Donnington Partnership Executive Meeting
Thursday 17th February 2011 11.00 Turreff Hall**

Present: Albert Biggs (Chair), Fiona Moore, Steve Frost, Dennis Offland, Rose Gregory, Robin Glover, Sharon Price, Nikki Scott, Maurice Kirby, Jean Gulliver, Ben Murphy, Lynne Carney, Chris Newman (minutes)

1.	Welcome & Apologies: Albert welcomed attendees. Albert welcomed the new minute secretary. Albert welcomed Lynne who had come to discuss Donnington Fairshare Trust Apologies were received by Wendy Breakwell, Kevin Mattox.	Action
2.	Minutes of previous meeting dated 11th November 2010: These were accepted as a true and accurate record by FM + AB .	
3.	Matters Arising: The Actions relating to the Admin post are now complete.	
4.	Financial Report: Rose updated the meeting regarding status of investment account, it was agreed that the balance would be invested within existing bank for 1 year. The full DP Income report for 1 st October 2010 – 30 th September 2011 was presented and approved with some minor amendments that Fiona will convey to Kevin. Following the meeting a number of queries were raised regarding the status of grants and donations, it was agreed that the report would be reviewed to update column headings and relevance to current activities, the updated version is to be presented at next meeting.	RG / KM FM / KM
5.	Correspondence: 2 Documents received; Training course information for recruiting volunteers, date 11 th March 2011, and 2nd session 18th March for Supporting + Retaining volunteers. It was agreed that the requirement for the training for directors was more relevant to the committee, it was agreed this would be followed up with the training provider. Guidance notes from the Community Foundation for Shropshire & Telford with regards to the award of two grants (see item 8)	FM
6.	Update – meeting with Cllr Sean Kelly Following the meeting held on the 6 th December with Cllr Kelly, Fiona and her senior managers met again with him to further discuss specific support for the community café's development and this resulted in a visit by Corin Crane (T&W Enterprise & Employment manager) to meet Fiona and Rose at the café. All points from this meeting were reviewed /discussed by the committee.	
7.	Update – Charitable Status Fiona reported the status of the application, and confirmed that all	

	<p>comments, questions and queries raised had now been responded to, although eligibility has been confirmed we now await formal feedback.</p> <p>Jean reported that she hoped to have further information about liability insurance at the next meeting.</p> <p>Fiona presented a report relating to the Donnington Community Café in respect of its Charity status, it was suggested that a decision was required to establish if it should remain in the full realm of the charity or become a trading arm.</p> <p>It was agreed that a separate meeting would be arranged by Fiona to review the business plan for the Café and conduct a more detailed analysis of the benefits of both options before a final decision is made, findings to be reported back to the Exec meeting.</p> <p>Date of meeting agreed, 7th March at 10.00 at the Oakengates Leisure Centre.</p>	<p>JG</p> <p>FM AB RG SF RG CN</p>
8.	<p>Grant applications</p> <p>Two grants had been received from the Donnington Fairshare Trust, Community Foundation for Shropshire & Telford. £ 1,000 relating to the purchase of equipment for admin support</p> <p>£15,000 towards Donnington Recreation ground consultation and activities programme.</p>	
9.	<p>Update re. Donnington Fairshare Trust – Lynne Carney</p> <p>Lynne Carney presented a report outlining the existing priorities, she explained that there could still be funds available for additional projects; the committee felt that the existing priorities were still relevant.</p> <p>Nicki Scott explained ways in which there could be improvements to community safety and a reduction of anti-social behaviour in the area.</p> <p>Lynne requested that any information/ideas for projects should be provided and explained that it is possible to seek other organisations to commission projects in the Donnington area.</p>	Exec Comm
10.	<p>Working Groups update</p> <ul style="list-style-type: none"> ❖ Community safety, housing & environment Nothing to report ❖ Children & Young people Nothing to report ❖ Health project Nothing to report ❖ Young families group Nothing to report ❖ Older People Nothing to report ❖ Lifelong learning centre List of courses issued to meeting 	
11	<p>Community engagement/PACT working lunch</p> <p>There had been poor attendance at recent evening PACT meetings and the last meeting no members of the public attended. It was agreed that in future the evening PACT meetings would be arranged as and when required.</p> <p>For the next daytime working lunch in March it was agreed that the speaker would be a representative from the Census organisation. Jean also mentioned that she might be able to get someone from LINK to report on current developments about public consultation about the hospital changes. Jean will send info to Fiona</p>	

	Further speakers would be invited to talk about the Fire service and Police face-to-face survey work, Fiona to arrange.	FM
12.	<p>Reports back from representatives attending outside bodies</p> <p><u>Donnington and Trench Learners Trust</u></p> <p>Albert updated the meeting regards the development of a discount card for use at some of the local shops, more discussion taking place with local traders to increase uptake, progress to be reported.</p> <p><u>Granville Park Management Board – Dennis</u> The main car park is to be tarmacked, followed by the grading of the Muxton lane car park. New signage is also being introduced at the Park entry points. Protective clothing, sweatshirts and additional tools are also required, It was recommended that this should be applied for via fair share for funding.</p>	AB DO
13	<p><i>Any Other Business:</i></p> <p>Meeting with lottery board to be arranged to discuss Skateboard park application date to be confirmed, (proposed 2nd march 2011)</p>	FM LC AB
14.	<p>Dates of future meetings:</p> <p>Date of Next Exec Meeting: 28th April 2011 at the Wrekin Housing Trust shop. Date of Next working lunch: 10 March 2011</p>	