Donnington Partnership Executive Meeting Thursday 17th November 2011, 12.00 Turreff Hall Donnington

Present: Albert Biggs (Chair), Jean Gulliver Rose Gregory, Sharon Price, Cllr Nigel Dugmore

Maurice Kirby, Ben Murphy, Kate Giblin, Fiona Moore, Wendy Breakwell

In attendance: Chris Newman, Amanda Hall CSO

Apologies: Sarah Durnell, Nikki Scott, Revd. Paula Smith

1.	Welcome & Apologies: Albert welcomed attendees and especially the new Executive committee.	Action	
	Apologies were received as above		
2.	Minutes of previous meeting dated 29 th September 2011: These were accepted as a true and accurate record by AB and duly signed off.		
3.	Matters Arising: No matters arising.		
4.	Financial Report:		
	The total balance for all accounts was reported for the period 1 st to the 21 st October at £21,767.77 with expenditure at £1251.75, and Income at £714.70		
	Grant applications : 2x grants have been submitted to the Donnington Fairshare fund to support the development of the community cafe. A capital project for £21k to purchase commercial catering equipment for the kitchen and £13k revenue to employ an assistant cafe manager. We are awaiting feedback from forthcoming meeting.		
	Donations: None		
5.	Correspondence		
J.	Robin Glover has written to the committee explaining changes to his responsibilities due to restructuring and to give notice of his resignation on the committee, he nominated Sarah Durnall to take his place, which was agreed at the AGM meeting. Unfortunately Sarah was not available to attend today's meeting.		
6.	Trustee meeting update - Ben		
о.	Training: The training sessions have now been arranged feedback from the 2 sessions will be provided at the next Exec meeting.		
	a) Do it for Donnington -Action Team status		
	Organisation Team;		
	Objectives for all groups almost complete these are to be progressed and included on the new website.	FM	
	Finance Team		
	Nothing additional to report refer to AGM report		
	b) Donnington Partnership and Café Priority sheet actions		
	Awaiting outcome of Café grant application, progress to be reported	RG	

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c) Community cafe update		
The cafe is now in a position to move forward with clarity. The community cafe will re-start the process to become a 'community interest company' and for it to be the trading arm of Donnington Partnership.	RG	
a) Lease Fiona explained that arrangements concerning a lease agreement for the kitchen facilities at LLLC had suffered from a delay due to the council restructuring bringing about changes in middle and senior management that affect the LLLC. The position of management was confirmed only last week so Fiona had contacted Robin Glover and he has kindly started the ball rolling again and has contacted the estates and investments team with revised terms of lease.		
A confirmed lease agreement might need to be in place in order for the funding bid to Fairshare to be agreed.		
Community projects and working group reports on issues /concerns/ decisions:		
Children & Young People – Maurice Maurice raised regarding the future impact on the Youth Work Provision with 25% reduction in funding, it's currently at the consultation stage an update will be provided at the next meeting,	MK	
Older People - Rose Nothing further to report		
Lifelong Learning Centre – Sharon Concern was raised re utilisation of the centre and the effects of the cutbacks on reduction of courses and consequent use of the facilities, she asked that the committee consider any ideas for the use of the facility for the future.	All	
Community cafe – Rose Rose reported that the cook book is progressing well and should be completed shortly; she is currently awaiting the outcome of a meeting with Community Health to address some comments raised.		
She raised concern re the need for more volunteers to support the Café this is to be discussed in more detail at the next meeting.	All	
Rose also reported that the Christmas lunches at the cafe would be taking place w/b 5 th December and bookings were being taken.		
Community Engagement –Working lunch Andrew Careless has been invited to the next Working lunch to report progress on outstanding actions.		
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11.	Reports back from representatives attending outside bodies						
'''	Donnington and Trench Learners Trust - Albert reported that the school was keen to volunteer some of their services to the community; further detail will be provided as soon as Albert receives more news.						
	Granville Park Management Board – Nigel Dugmore Nigel reported that the Heritage trail has now advanced further with new leaflets drafted with additional funding provided for additional signage and fencing. It was also reported that a possible extension to the park may be available due to changes to land transfers.						
11.	Any other business The progress of the website was reported to be going well with the title page now featuring Donnington Partnership. Kate had been the main instigator for this.						
12.	Date of next meets Thurs Feb 9 th Thurs April 26 th Thurs June 28 th Thurs Sept 6 th Thurs Nov 22 nd	ing – At Wrekin Housing Trust 11.00am 11.00am 11.00am 11.00am 11.00am 12.00am (follows AGM) at Turreff Hall					

Approved By	Date
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