

Working Group Meeting

45 Old Groveway

12 April 2017



Present: Lesley Berry (Chair), John Orr, David Lee, Ron Ellis, Nicky Johnson
Sheila Taylor, Cliff Green, Dave Bootwright, Mavis Bootwright

Apologies: Derek Weller, Terry Weller, Rosemary Englander

		Action by whom
1	<p>Minutes of previous meeting of 8/3/17 – matters arising</p> <p>1.1.1 Juniors. Still to be contacted and email address circulated. They now have regular meetings</p> <p>1.1.2 Planting boxes – see below under environment</p> <p>1.1.3 IT project and Carmela – Dave does not have a means of contacting her. John to make contact and supply details</p> <p>1.2.a Mavis now functioning as treasurer and present at meeting</p> <p>1.2.b Audit complete, report to be distributed by John. Auditor to be given Tinkers Bridge T shirt, supplied by Sheila</p> <p>1.3 List of meetings requiring attendance to be compiled and attendance rota created.</p> <p><i>(post meeting note – a list had been emailed out by Dave on 12 March, and a revised format proposed by Nicky on 13 March. An updated version of that list is attached to these minutes. To be updated into Tinkers Bridge Google calendar)</i></p>	<p>John</p> <p>John</p> <p>Dave</p> <p>Attached</p> <p>Dave</p>
2	<p>Treasurers report</p> <p>Figures were given at the last main meeting. Required report to this meeting should identify the amount of ring fenced funding against activities.</p>	
3	<p>Health Check</p> <p>Draft version has been circulated, and will require some updates – any corrections/additions to be sent to Dave. Known areas are</p> <ol style="list-style-type: none">1. Mavis email wrong2. Typo in Kathy's name3. Conference details attended by Nicky and Lesley4. Bank account details5. Grant monitoring	All

	<p>6. Non MKC grant details</p> <p>An updated version is attached to these minutes</p> <p>Exact timetable for completion is uncertain</p>	
4	<p>Grant applications</p> <p>Tesco Bags of Help is progressing</p> <p>Grants to be applied for as agreed at last main meeting</p> <p>Investigate follow-on grant for Firsts Steps work – possibly from MyCommunity</p> <p>Additional funds for printing The Bridge will be needed towards the end of this year</p> <p>Grant monitoring forms being completed. A breakdown of how the £700 printing money was spend is needed (<i>Done by Nicky</i>)</p> <p>TBRA has acted as a buffer to allow WCC to indirectly fund the Guides camp (about £380)</p> <p>We need events for which to apply for grants, complete with organisers.</p>	Sheila (all)
5	<p>Newsletter</p> <p>Nicky requires all material for next edition by Friday</p>	All
6	<p>Environmental</p> <p>Hannah O’Neil has provided an extra £313.04 towards the raised beds</p> <p>Quote obtained for 60 lengths of boards at £11.60 each. As we have substantial funds for this project, John to get quote for thicker boards.</p> <p>Work day on these beds to be scheduled and published, materials to be obtained.</p>	John Ron, John
7	<p>Events</p> <p>Quiz night on 8 May headed up by Jesus Army crew</p> <p>T dance to be arranged</p> <p>Fun day/Dog show – John to talk with April</p> <p>Summer coach trip – John to talk with Cassandra/Deanna</p> <p>Pantomime – same arrangements as last year</p>	Dave Lesley John John Dave
8	<p>Regeneration</p> <p>Sheila and Cliff reported on the MKC Regeneration subcommittee meeting they had attended earlier that evening. The purpose of that group is to oversea the board of YourMK, and the chair struggles to hold the group to that purpose. On April 26th, the YourMK business plan will be published as well as the first estates being announced, with letters to houses within 3</p>	

	<p>days, and a large number of engagement events. The referendum may be by areas rather than by estates, and will only offer viable options to people on the electoral roll. Other involved parties (landlords, businesses) will be consulted. It was stated that if no action is taken, the housing maintenance cost will exceed the HRA income by 2026, which is hotly disputed by John. Mears and MKC are both allowed to take 1% profit out of YourMK per year. The next scheduled meeting of that committee is July 12, but may be postponed to allow new board members to be appointed to YourMK. Money should be available for RAs and similar to pay for consultants</p> <p>Dave to renew contact already made with a possible consultant</p> <p>It appears that MKC have not maintained their housing stock over a considerable number of years, especially with regard to kitchens and bathrooms. Current maintenance is reactive, responding to reported faults, not pro-active, based on regular inspections.</p> <p>Regeneration Watch MK is the joint RA response to regeneration, planning a public meeting being official established just after the regeneration announcement. John Orr and Glyn Hopkins are leading figures in this venture. Date and venue to be finalised</p> <p>A proposal was made for a "Residents Adviser" (from Regeneration Watch) who could be with any resident when they talk to people from YourMK, and have facts on the legal rights and implications of any discussion. This was seen as a good idea, but needs a lot of work in providing material for such advisers, recruiting them, and training them</p> <p>Plan:MK is having another consultation round. Dave attended a MK Forum event addressed by Anna Rose, chief MK planner. Some concern was expressed at that meeting about the inclusion of 3500 dwellings on "Brownfield development, infill, regeneration and redevelopment opportunities" - this is 3 times the current size of Netherfield. The build rate of 1700/year is greater than the 1200/year maximum seen in MK</p>	<p>Dave</p> <p>John</p>
15	<p>AOB</p> <p>Use of environmental grant to provide composting facility. Parks Trust have previously given permission for one site, but current assessment is that the risks in running it out way the benefits</p>	
16	<p>Next meeting</p> <p>The next meeting should be on 10th May at 7.30.</p> <p>Full TBRA meeting on 27 April at 7:30</p>	

Milton Keynes Council and Woughton Parish Meetings – red meetings affect our grant rating

DATE OF NEXT MEETING	TIME	NAME OF MEETING	DESCRIPTION	RECURRENCE	MKC OR WCC	WG MEMBER ATTENDING
16/02/17 11/5/17 7 20/7/17 7 16/11/17	7:30	Housing Forum		3 month		
16/03/17 8/6/17 14/9/17 14/12/17	7:30	Residents Association network	Completing the new style health check' 'Projects to improve your community' 'Getting younger residents involved'	3 month		
22/03/17 17/5/17	19:30	Council	Takes some of the most important decisions on the Council's major policies, such as the budget and Council Tax levels		MKC	
04/04/17 6/6/17	18:30	Cabinet	Puts forward proposals for the Council's budget and main policies and makes day-to-day decisions on Council Services		MKC	
12/04/17 17/5/17 7 21/6/17 7 12/7/17 7 20/9/17 7 22/11/17 13/12/17	10:30 10:30 7:30 10:30 7:30 10:30 7:30	Residents Involvement Review Group				

17	0				
12/04/17	18:00	regenerationMK committee	The RegenerationMK Committee has a responsibility to ensure officers continue to work with residents, tenants and community stakeholders, whilst ensuring that the Council collectively establishes, develops and delivers through the partnership with Mears Group Plc, changes that will potentially bring about lasting improvement across the city.		MKC
26/04/17 4/5/17	19:00	Housing and community committee	To scrutinise the planning and provision of housing services in Milton Keynes and the Council's role as landlord, as well as the planning and provision of leisure and cultural services provided by the Council and its partners. More information: http://milton-keynes.cmis.uk.com/milton-keynes/Document.ashx?czJKcaeAi5tUFL1DTL2UE4zNRBcoShgo=h7FFLWG96NbQNba3VI1NCB2Xv%2f9a0chaQgDiHZEtMogRIkmYdXnTog%3d%3d&rUzwRPf%2bZ3zd4E7Ikn8Lyw%3d%3d=pwRE6AGJFLDNIh225F5QMaQWCTPHwdhUfCZ%2fLUQzgA2uL5jNRG4jdQ%3d%3d&mCTIbCubSFfXsDGW9IXnlq%3d%3d=hFfIUdN3100%3d&kCx1AnS9%2fpWZQ40DXFvdEw%3d%3d=hFfIUdN3100%3d&uJovDxwdjMPoYv%2bAjvYtyA%3d%3d=ctNJFf55vVA%3d&FgPIIEJYlotS%2bYGoBi5oIA%3d%3d=NHdURQburHA%3d&d9Qjj0ag1Pd993jsyOjqFvmyB7X0CSQK=ctNJFf55vVA%3d&WGewmoAfeNR9xqBux0r1Q8Za60lavYmz=ctNJFf55vVA%3d&WGewmoAfeNQ16B2MHuCPMRKZMwaG1PaO=ctNJFf55vVA%3d		MKC

		MK Housing Tenant Scrutiny Panel			
03/05/17 17/5/17 21/6/17	6pm	MKC Full council		2 monthly	MKC
8/5/17	6pm	WCC full council	See http://www.woughtoncommunitycouncil.gov.uk/council-meetings/		

Date of health check meeting	
Completed by (Association Rep)	
Received by (MKC Rep)	
Date received by MKC	

Association Name: Tinkers Bridge Residents' Association

Vendor Number:



Residents Association Health Check Form 2017-18

www.milton-keynes.gov.uk/housing/getting-involved

What is a health check?

The MKC residents' and tenant's association health check is an annual self-assessment. It is an opportunity for the association or group to demonstrate the difference they are making to their local community.

The health-check also provides the opportunity for groups to evaluate the past year and highlight areas to develop over the following 12 months to make the greatest impact on their local community.

White (previously green)

When a new association or group forms and registers with MKC they are accredited and given a White rating for the first year of operation. To main an MKC accreditation all associations and groups are required to complete the annual health check to receive a new certificate and rating.

Following the first year of operation and completion of an MKC health check a **Bronze, Silver or Gold** rating is provided to the group or association. The rating is determined by the criteria set out in the following table. Please include as much information and evidence as you can on the successes your group has achieved in the past 12 months.



Platinum

New for 2017 is a new platinum level. To achieve this top rating associations and groups are required to have maintained a Gold rating for a year and be able to demonstrate and evidence successful achievement of the below 'Platinum' criteria.

Completing the Form

Please answer all questions on the form; including as much information about your Association's activities as you can. Provide evidence where possible, using minutes, events and any other information you have to back up what you have achieved.

Suggested evidence is included in the criteria table. If you are struggling to evidence any of the criteria get in touch with the community partnership team for support.

The health check has 3 sections to complete:

- **General information and training:** this includes information about your committee, how you wish to be contacted and any training committee members have attended.
- **Rating Criteria:** Reflecting on what you have been up to in the previous year, please start with the bronze criteria through to platinum checking off the requirements and providing as much information in the evidence box, (you may need to attach additional pages or documents). To achieve a rating all criteria in the level along with all previous levels must be met.
- **Key priorities:** looking ahead to what you want to achieve this year (2017-18)

Support Grants

This form is used to assess how much grant funding your group is able to apply for over the following year. Grants will be awarded after the Health check process is completed and all the evidence submitted. We will advise you of your grant level within 7 days of completion and will award the grant to your groups' bank account within 6 weeks of completion.

Following the Health-Check the total amount of funding available is determined by the number of MKC owned properties in the area covered by the association.

The table below shows the maximum grant that can be applied for based on health-check rating and number of MKC owned properties in the area covered.

Number of tenant properties	Bronze	Silver	Gold	Platinum
Under 50 properties	£250	£400	£500	£700
51-150 properties	£300	£450	£600	£800
151-250 properties	£350	£500	£700	£900
251-350 properties	£400	£550	£800	£1000
351-450 properties	£450	£600	£900	£1100
451-550 properties	£500	£650	£1000	£1200
551-750 properties	£550	£700	£1100	£1300
751-900 properties	£600	£750	£1200	£1400
901 + properties	£650	£800	£1300	£1500

If you have any questions or require support completing your health-check the Community Partnership Team is always happy to help.

Call Sam on: 07753 273 090 or email:

Samantha.Snelus@Milton-Keynes.gov.uk

Committee Members (Please also include name and email of any residents that would like to receive the bi-monthly Resident Involvement Newsletter)

Name	Role	Email	Address	MKC tenant? (optional)
John Orr	Chair	johnorr1965@btinternet.com chair@tinkersbridge.org.uk	49 Brent, Tinkers Bridge MK6 3DL	No
Paul Horcombe	Vice-chair			
Lesley Berry	Secretary		25 Hatton, Tinkers Bridge MK6 3DN	No
Mavis Boatwright	Treasurer	treasurer@tinkersbridge.org.uk	42 Brent, Tinkers Bridge MK6 3DL	
Ron Ellis	Environment	linda.ellis48@sky.com	48 Brent, Tinkers Bridge MK6 3DL	No
Kathy Higgins	WG chair	kathymh18@gmail.com	11 Marshworth, Tinkers Bridge MK6 3DA	No
Sheila Taylor	Grants	sheila.taylor9@btinternet.com	4 Marshworth, Tinkers Bridge MK6 3DA	No
Nicky Johnson	Printing	nicky.johnson@open.ac.uk	36 Brent, Tinkers Bridge MK6 3DA	
David Lee	web site	info@tinkersbridge.org.uk tinkersbridge@gmail.com	45 Old Groveway, Simpson MK6 3AA	No

Public Information

Please include an email address and name for a preferred contact to be published online for anyone wishing to contact your RA. (This is usually the chair, or an email address set up for your association)

Info@tinkersbridge.org.uk

Association Meetings

Please include usual meeting day, time and location and any month's meetings are not held (please update if these change during the year as the information is included online and in the Resident involvement newsletter.

Last Thursday of each month (except December)
7:30pm in Tinkers Bridge Meeting Place, Marshworth,
MK6 3DD

Website & Social Media

Having an online presence is a great way to keep your community up to date on events. Please list any website or social media addresses:

<http://tinkersbridge.org.uk>
<https://en-gb.facebook.com/groups/441028149334090>
<https://www.facebook.com/groups/1048606665199957>

Training

Please include any training provided by your association or attended by committee members in the past 12 months.

Conference attended by
Nicky Johnson & Lesley Berry

Training & Development

Please list any training planned or identified for individual committee members and development needs of your association/group.

Consultation & Involvement Groups

Residents' Associations are a great way to have your say and influence proposed changes in your community, please list any consultations or involvement groups your association or committee members have been involved with over the past 12 months.

Residents Association Network
Housing Forum
Resident Involvement Review Group
WCC Neighbourhood plan
Regeneration Watch MK
Milton Keynes Forum
MK Peace & Justice Network

Consultation & Involvement Groups

If you would like to have been more involved in consultations and groups; please include feedback or how we can help you get more involved this year. (More promotion/times/location of meetings)

Achievements

Please include successes achieved in the past 12 months. (You may refer back to previous health-check for aims/priorities). Examples may include engaging a hard to reach family, building links with a local organisation, great feedback from a resident, new sub-committee etc. Please include personal victories achieved by your group.

First Steps Report and Plan published, about June 2016, online at <http://tinkersbridge.org.uk/tbra/download/FirstSteps/TinkersBridgeResidentsAssociationFinalActionPlan.pdf>

Progress made with implementing plan, plan updated Jan 2017

Monthly newsletter since December 2015

Web site up and running, with local calendar

TBRA promotional T shirts

multiple Christmas activities - Santa, party, pantomime, and Christmas day meal

Good environmental team, resulting in maintained flower beds and control of leaves, litter, and similar

Other social activities, such as T dances and quiz nights

Bronze

Criteria	Not met	Met	Evidence	Suggested Evidence
A strong committee with a minimum of 3 members		Yes	Minutes of AGM of 23/1/17 list 5 officers being appointed. Available via http://tinkersbridge.org.uk/tbra/tbra See also page 4 of this document	Please include an up to date list including the Names and Contact information of all committee members <ul style="list-style-type: none"> Chair & Treasurer Required Vice-Chair & Secretary Optional
Constitution and code of conduct agreed by the Committee		Yes	Available via http://tinkersbridge.org.uk/tbra/legal_docs	Please attach a copy of your constitution and code of conduct
End of Grant monitoring forms returned within the set timeframe		Yes	As supplied by Sheila Taylor	Timeframe to be highlighted at time of grant application. Community Partnership team will hold this information
Bank Account		Yes	Unchanged from previous years	Bank details should be provided to MKC and updated as necessary, forms can be requested from Community Partnership Team
Regular Meetings (as set out in the constitution)		Yes	As detailed on page 5	Please provide all meeting dates; these will be published in MKC Resident Involvement Newsletter and on the MKC website
Meetings are recorded and discuss local/estate issues and events		Yes	Minutes available at http://tinkersbridge.org.uk/tbra/tbra	Minutes from a minimum of 4 meetings in the past 12 months
Hosted an AGM in past 15 months		Yes	Last AGM 23/2/17. next Feburary 2018 link to minute at top of this page	Please include minutes and date of the most recent AGM and the expected date of the next AGM

Silver

Criteria	Not met	Met	Evidence	Suggested Evidence
Representation from RA members at MKC groups/consultations		Yes	Ron Ellis attends many of them Others have also attended See minutes of those meetings	Attendance/involvement in MKC consultations or meetings.
3 different communication methods to advertise meetings or events to encourage new attendees		Yes	Monthly Newsletter Notice boards Flyers Word of mouth Facebook	Online (social media), Word of Mouth, Poster
Provide an opportunity for residents to raise issues or items of future agenda		Yes	See minutes of meetings at http://tinkersbridge.org.uk/tbra/tbra	An opportunity for individual residents to raise issues at open forum/meetings (AOB included and shown in agenda or minutes)
One significant community event organised, and hosted by your association in the last 12 months		Yes	See list of achievements on Page 6	An event organized and hosted by your group. Provide as much information can Include; photos, posters invoices of services, planning meeting minutes.
Attempts made to increase RA membership & volunteering		Yes	Monthly Newsletter Notice boards Flyers Word of mouth Facebook	Methods used to advertise meetings, RA in local shops/publications/parish councils.

Gold

Criteria	Not met	Met	Evidence	Suggested Evidence
Demonstrates a variety of communication methods and frequently reaches a high % of residents		Yes	Monthly Newsletter delivered to all dwellings Notice boards Flyers delivered to all dwellings Word of mouth Facebook. and web site	Social media, Newsletter, Leaflets, Posters, Word of Mouth. (list methods used and include where newsletter/leaflets etc. were distributed)
Multiple instances of local partnership working with a local agency, community group or local business		Yes	WG meets in local school Environmental work with WCC and Serco local shop has copies of newsletter TBRA meetings attended by YourMK, PCSO, WCC and others Support to local Guides/Brownies/Rainbows	Please include information regarding any working with parish council, schools, police, SERCO, etc.
Evidence of reaching a diverse mix of people within your community		Yes	Junior residents association exists Distributions go to all houses on the estate Owner-occupiers, council tenants, and privately renting people all active in RA	Please include all steps taken to include different ethnicities, age groups and abilities. You may not have been successful in increasing diversity but include all attempts made to expand reach of different groups in your community
Advertise events via multiple formats (minimum of 3 different formats)		Yes	Monthly Newsletter delivered to all dwellings Notice boards Flyers delivered to all dwellings Word of mouth Facebook. and web site	Include any formats used to promote events including: Website, Social Media, Newsletter, Leaflets, and Posters.
Applied and received a minimum of 1 MKC grant from the Community Partnership Team		Yes	Grant monitoring forms, as returned by Sheila Taylor	Evidence of grants paid out held by Community Partnership Team

Platinum

Criteria	Not met	Met	Evidence	Suggested Evidence
Must have applied for funding from a group outside the Community Partnership Team		Yes	Ward grants from 2 Councillors Celebration day award (£350) from WCC WCC environmental fund (£500)	Community Action: MK, Councillor, Parish/Town Council, Supermarket token scheme etc. Application does not have to be successful (if unsuccessful include acknowledgement of application/letter informing of decision)
Representation at over 50% of RAN, HSF and RIRG meetings		Yes	Minutes of these meetings	Minimum of 1 representative to over 50% of total RAN, HSF and RIRG meetings hosted over past 12 months.
Actively encourages and recruits new residents to get involved or attend events		Yes	Kevin Adams attended the AGM Cheryl attended Feb 17 meeting as result of facebook invite	Instances committee members have reached out to harder to reach members of the community to encourage engagement (please also include the success of the example/s)
Built a successful relationship and worked well with another local service provider on numerous occasions		Yes	Regular working with local Jesus Army group (Christmas meal is joint venture) TBRA meetings attended by YourMK, PCSO, WCC and others	Regular interaction (including representative attending RA meetings) or events hosted with local community groups/faith groups/ family or children's centre/ parish council
Collaborative work between Residents Associations*		Yes	Chair is founder member of Regeneration Watch MK Dave Lee has attended a Fullers Slade RA	Include as much information as possible of an occasion of working with, supporting or advising a residents' association/group – this can also include work done with the tenant scrutiny panel

* Attending RA Network meetings does not count toward this criterion but will produce opportunities for collaborative working

Priorities and Goals

It is a great motivator to set goals for your Association each year, whether it is to recruit more members, host an event, or building links with a local faith group. Working towards any goal will look great on your next health check and make a clear priority the whole community can get involved to help achieve.

Progress items on our Action Plan

Improve ability of RA to organise events - we have no official event co-ordinator

Monitor and respond to developments in the regeneration plans for Milton Keynes - first estates will be announced between the time I am typing this, and when it is due to be submitted

Continue to obtain sufficient funding for our activities

Obtain funding from Tesco "bags of help" and use it for the environmental project

Problems and Challenges

We are keen to understand the challenges and barriers to success associations and groups have encountered. It can be something we are able to help with or highlight something a lot of time and resources were spent on but did not achieve the desired results.

Newsletter product costs are about £700/year. We therefore need that income every year, but have to apply for one-off grants.

Levels of active involvement are low. However, general support for what the RA achieves is high.

Very dependant on a few key people

Training could be useful for

- How to be a treasurer/secretary/chair

- First aid for events

- recruiting people into active membership

- Web site design and how it can be effective

- Using Twitter and other social media

Support from Community Partnership Team

Whether to meet previous goals or help with current priorities the Community Partnership Team are on hand to help. Please list any support that can be provided to achieve any priorities or goals listed in this health-check.

Any additional comments or suggestions

Please include any other feedback or comments you wish to share with the community partnership team.

Calendar for upcoming year

Please include any events you have already planned/scheduled to run or participate in over the next 12 months.

April	
May	We can not provide this information as WCC will not award grants to events which have previously been published. We have been refused a grant due to assessing interest on Facebook
June	
July	
August	
September	
October	
November	
December	
January	
February	
March	

These events will be included in the bi-monthly Resident Involvement Newsletter.