

**Prestwich Village Neighbourhood Forum**

**Management Board Meeting**

**Held on 4<sup>th</sup> September 2024**

**7pm @ Crooked Man**

**Attendance :**

Carol Baker- Longshaw(CBL) (Chair)

Steve Devine (SD) (Vice Chair)

David Stanley (DS)

Akshey Ramsingh (AR)

Tod Petrov (TP)

**Apologies:**

Jonathon Towers(JT) (Secretary)

Steve Wright (SW) (Treasurer)

Madeline McCaffrey (MM)

Anne Clarke (AC)

Dan Weegmann (DW)

Gillian Boyle (GB)

Karen Ahmed (KA)

	<b>Action</b>	<b>Lead</b>	<b>Follow Up</b>
1	Meeting to be arranged with David Wiggins to discuss resource letter. Comms Group to determine the resources and support needed by Forum Board in preparation for meeting.	CBL	<b>Meeting arranged for Mid-October</b>
2	Grant Application to Levelling Up Fund approved Financial Report to be submitted to Board ( Governance assurance)	Finance Group (SW/ JT/AR)	<b>Prepare financial report for 2023/24</b>
3.	Deposit Grant into Groundworks CIC	JT / DS	<b>Completed</b>
4.	Assign Website Admin re News updates to AR and AC to draft letter Website needs revision ( inc. ' Join Up' button) Board Meeting Mins to be uploaded Cost of Website to be funded Write to Cllrs for funding to support website and public engagement events- posters etc	SD       SW	<b>SD/ AC/ AR to follow up</b>       <b>SW to draft letter</b>

5.	Final Housing Needs Assessment approved by PVNF Board Publish on Website and FB cc sent to Cllr Thorpe and D. Wiggins	Board SD/ CBL	<b>Completed</b>
6.	Mgt Board to read and amend School Letter re Poster comp, in preparation for September Circulation ( Letter on shared drive)	ALL	<b>Board to read for distribution in September</b>
7.	Gant Chart with all activities to deliver NP approved by Board and actions to be updated on Gant Chart ( Board Volunteer needed )	JT	<b>Completed To be updated each month and put on G Drive</b>
8	Engagement Feedback -Clough Day Info to be sent to CBK for analysis and engagement report to be submitted to Troy ( file on Google Drive)	AR / CBL	<b>Info from AR to be sent to CBL to inform Comms engagement Report</b>
9..	Comms meeting to be arranged– New Comms Sub Group Lead to be agreed ? Oct 7 <sup>th</sup> 7pm at CBL House	All	<b>? AC to be Comms Lead</b>
10	CIC application- all docs updates Assigning outstanding monies ( if CIC dissolves ) to Over Hulton or / and explore PEF Status CIC application to approved by Board at Oct Board Meeting.	AR/DS	<b>AR to contact C. Beavis OH Distribute CIC application to Board</b>
11.	Longfield Redevelopment Project ( standing item) CBL Meeting Cllr Thorpe Oct 3 <sup>rd</sup> ? timeline for demolition etc	CBL	<b>3rd Oct Mtg CBL to feedback</b>
12.	Design Code Meeting with AECOM & BMBC – D. Wiggins 11 <sup>th</sup> September 2024	GB/ CBL	<b>See Mins attached</b>
13	Letter to Prestwich Cricket, Tennis and Bowling Club to be sent to Chair.	CBL	<b>Completed</b>

14.	Public Transport Consultation – the consultation dates and info shared on Website and FB pages	AC	<b>Share with Council</b>
15	Membership Sub Group TP feedback 30 new members from Clough Day ( 5 of which sit outside PVN Area). TP to quality assure membership details  Discussion re a Bi Annual Members Newsletter (December and June )	TP	<b>TP to update QA at Oct Mtg</b>  <b>? Dr K Ahmed as newsletter lead</b>
16	Neighbourhood Plan- Meeting to be arranged with Troy to agree next steps now funding attained	JT to arrange meeting in late September	<b>Meeting agreed 25<sup>th</sup> Sept – Feedback at Board on Oct 2<sup>nd</sup></b>
	Liaison with Schools – need to identify lead to be school Liaison	? TP	<b>Agree Lead</b>
	Makers Market – Stall to engage re HNA and Design Code and NP ( also increase membership)	TP	<b>TP to take lead re stall etc.</b>

**Next Management Board Meeting to be Held on Wednesday 2<sup>nd</sup> October on 2024 at 7pm in Crooked Man**