

SANDBACH PARTNERSHIP MANAGEMENT TEAM

DATE: 1st March 2016

DURATION: 5.30 pm to 6.45 pm

VENUE: SANDBACH ENTERPRISE CENTRE

ATTENDANCE: Dot Flint - Chair (DF); Sue Brereton - Project Officer (SB); Gill Merry (GM); Mike Benson (MB); Barry Moran (BM) Sue Wood (SW),



Item	Agenda Item/Discussion	Action/Comment
1	Apologies	None
2	Previous Minutes Matters Arising	Accepted None
3	Financial Report SB reported that the Partnership has a balance of £34,852.00 and there are no outstanding transactions. SB informed the group that quotes from alternative accountants have been sought and the preferred choice is Guardian Accountancy Sandbach. It was agreed to commission Guardian Accountancy to do the Partnership accounts for the next twelve months commencing on 1 st April.	
4	Current Project Update SANDBACH PARK The park steering group are planning to continue with the path redevelopment project in 2016 The report from the Green Flag Inspectors on the Park Management Plan has been reviewed, all requirements of the plan for this year, feature in the action plans for the park this Spring and Summer. The Park user consultation will be done in September/October and will be launched at the Sandbach Today Event on Saturday 17 th September. The Boules pitch still requires some landscaping around the edges, the invoice will not be paid until the contractors have finished the work. The steering group have secured the services of Jez Saunders and George Hill to provide the contents for the interpretation boards for the pond area. The interpretation boards will be installed in Spring 2016. FOSP have secured sponsorship for a Sandbach Town Park sign at the Adlington Drive Entrance and there will be enough money left to provide a sign on the raised bed in the sensory garden.	

	<p>The park toilets are a problem the cleaning regime is not working effectively and the toilets are very dirty at times and complaints are being received. It was decided that a meeting will be organised with the relevant CEC officers to discuss the toilets only.</p> <p>SANDBACH GARDEN TRAIL The Garden Trail Group are progressing with this year's event and publicity is being planned to commence at the end of March.</p> <p>TELEPHONE BOX The Telephone kiosk has been adopted, unfortunately BT have advise that it may take up to 16 weeks to disconnect the electrics.</p> <p>EVENTS All events are underway for 2016 these include:-</p> <p>Offley Pond dipping – 14th & 16th June Waitrose Community Week – Tuesday 4th July till Saturday 9th July Summer All Inclusive Play Day 3rd August Summer Fun Wednesday's 10th 17th 24th August Sandbach Today – Saturday 17th September Halloween - 29th October Tree of Light – 8th December</p>	
5	<p>Items for Discussion</p> <p>Website and IT update The Partnership Website has had a makeover, the front page now has a rotating banner for news and there is a update section on the left hand side.</p> <p>Quotes have been secured for an update to the Office IT system, the preferred option gives the Partnership Office 365 for up to 5 computers and will give an option of linked outlook and emails.</p> <p>Enterprise Centre update CEC are in the process of evaluating their assets, this will include the future of Sandbach Enterprise Centre, there is a meeting planned for 10th March.</p> <p>Partnership Newsletter The office upgrade will enable the Partnership Newsletter will go ahead, Craig Bayley will coordinate, the first edition will go out in April.</p>	<p>The group agreed to the upgrade which will cost up to £1000 with the purchase of a second laptop.</p>
6	<p>A.O.B.</p> <p>Cycle rack will be installed by McColl's by the end of March.</p>	
7	<p>Date of Next Meetings</p>	<p>Tuesday 12th April 5.30pm, Sandbach Enterprise Centre (prior to the Partnership Forum meeting starting at 7pm)</p>