

**VCSE ASSEMBLY Northamptonshire
MINUTES OF A MEETING OF THE BOARD
HELD ON 21/09/2023
AT 09:00
Via Teams**

Attendance

VCSE Board	Organisation	Attendance	Apologies Received
Miranda Wixon (MW)	Chair	Y	
Sarah Hillier	Northamptonshire Mind	N	Y
Jo Moore	Accommodation Concern	N	Y
Elaine O'Leary	Northants Acre	N	Y
Chris Duff (CD)	Age UK	Y	
Mark Major (MM)	Northamptonshire Carers	Y	
Sarah Hayle (SH)	Community Law Service	Y	
Prince Ceasar (PC)	Support Northamptonshire	Y	
Alison Holland (AH)	Brightwayz	Y	
Mark Mitchell (MMi)	Spectrum Northants	Y	
Rachel McGrath (RM) (Observer)	Northamptonshire Community Foundation	Y	
VCSE Staff	Position		
Olivia Clarke	Participant Support Officer	Y	
Alice Kelly	Administrator	Y	

ITEMS

1. Welcome and apologies

- MW Welcomed everyone to the call, with brief introduction by attendees.

2. Minutes and Action Points

- Action Points from last meeting discussed
 - Transport Lead Appointment, remains an AP
 - Update on Connect Northamptonshire (CN). No report from Claire Nielson but Mental Health and Learning Disability Alliance (MHLDA) Submission did not win large £200,000 bid. £10,000 has been allocated for the Theory of Change. To be followed up by CYP meeting TBA - MF, MM, MW.
 - PC recapped on his involvement in the Emerging Leaders Programme
 - There are project and development groups now in place for CN, MW, MM, CD, and SH are part of those. There is hope there will be a project delivered, by Christmas. -

- Commsortia – TBC in item 3

3. Governance and Transition for the Future

- **CD** gave a brief update on the merger between Commsortia and Northamptonshire VCSE Assembly.
- Legal advice has been taken and looking at the final steps for the merger.
- Commsortia members have already been notified of merger, VCSE members to be notified will be invited to become a member of the VCSE Assembly Northamptonshire.
- Benefits of VCSE Assembly Northamptonshire being its own entity, also discussed.

4. Lottery Bid and other bids for funding

- **MM** gave an update on the current Lottery Bid and recapped on the previous meeting / task and finish group. **MM** asked for a further call for information to be input into the bid. **Action Points** created for the Lottery application.
- **MM** also spoke about being in meeting and conversations with the ICS regarding funding for
 - Digital skills – Learning and Training for the Voluntary Sector
 - The Apprenticeship Levy within the VCSE Sector. **AH** had some useful information from Vicki at NNC regarding Apprenticeships that she will send over.
- There is a Health and Equality Grant through VIN for attendance of LAPS Information shared and there has been an expression of Interest.
- **CD** commented that in the short term there is a need to get funding and underlined the urgency with this.

5. Operation Actions

- A variety of new logos were shown on the call and the board decided on one of the options. **AK** to finalise final design.
- The decision has been previously agreed at the previous meeting and confirmed at this meeting that the Assembly will have a paid Chair (3 days or 15 hours a week). It is subject to forward finance being available. It was proposed that eligible subsistence expenses currently being incurred by the Chair in relation to current workload would be reimbursed as soon as possible.
- **RM** also highlighted that Remuneration should be in place for the chair, for expenses and travel etc, also in attending LAP groups.
- Thematic leads provided feedback and updates on their groups.

6. AOB

- **MW** highlighted the importance of the Infrastructure within the VCSE sector. There was a discussion around the matter and it was decided by the board that the 'Infrastructure' Thematic should be in place. The new thematic group will be the Training and Development Thematic. **MW** to contact potential

interim thematic leads. Suggestions were Alex Copeland from the Hope Centre and Community Training Partnership. Also, Sean Silver from Groundworks as interim leads.

Action Date	Action	Allocated to	Progress
21/9/23 - 1	Transport thematic lead appointment - seek interim	Miranda	
21/9/23 - 2	Write to all VCSE members, Thematic Groups. Sign up members	Chris	
21/9/23 - 3	Advice thematic elections - meeting to be arranged	Sarah	
21/9/23 - 4	Reengage and reconvene Funding group for Lottery Bid	Mark	
21/9/23 - 5	To clarify and complete the Timetable, steps, and content to complete a draft bid	Mark	
21/9/23 - 6	Gather information for Apprenticeship Levy	Mark	
21/9/23 - 7	Final design of logo	Chris/ Alice	
21/9/23 - 8	Story, Press Release	Miranda/Alice/ Olivia	
21/9/23 - 9	Website	Chris/ Miranda/ Alice	
21/9/23 - 10	Launch	Miranda	
21/9/23 - 11	Remuneration of Chair expenses	Chris	
21/9/23 - 12	Training and Development Thematic - seek interim	Miranda	