

**VCSE ASSEMBLY Northamptonshire  
Board Meeting  
HELD ON 19/10/2023.  
AT 09:00  
Via Teams**

**Attendance**

VCSE Board	Organisation	Attendance	Apologies Received
Miranda Wixon (MW)	Chair	N	Y
Sarah Hillier	Northamptonshire Mind	N	Y
Elaine O’Leary	Northants Acre	Y	
Chris Duff (CD)	Age UK Northamptonshire	Y	
Mark Major (MM)	Northamptonshire Carers	Y	
Sarah Hayle (SH)	Community Law Service	Y	
Jo Moore (JM)	Accommodation Concern	N	Y
Mark Mitchell (MMi)	Spectrum	N	Y
Prince Ceasar (PC)	Support Northants	N	Y
Elaine O’Leary (EOL)	NACRE	Y	
Connie G.Penn (CGP)	Northants Youth Music 2023	Y	
Chris Holmes (CH)	Northamptonshire Sport	Y	
Rachel McGrath (RMG)	Northampton Community Foundation – Observer		Y
<b>VCSE Staff</b>	<b>Position</b>		
Olivia Clarke (OC)	Participant Support Officer	Y	

**ITEMS**

**1. Welcome and apologies**

- **MM** was asked to Chair the meeting, welcomed everyone to the call and gave apologies for absences. All attendees gave a brief introduction.

**2. Minutes and Action Points**

- **MM** said that he looked over the previous minutes and most points were going to be picked up within the agenda. **MM** asked if anyone had anything to add from the previous minutes. They were agreed.

### 3. Chairs Report

- **MW** wanted **MM** to raise a few points:

**MW** asked if leads could respond to 'Live your best life' email and report back to **MW** of progress by their Thematics with these goals.

Update on Healthwatch Northamptonshire, there are two key stakeholders University of Northampton (51%) and Voluntary Impact (49%). VIN are looking to pass on their share. Could be something that the Assembly might take over. **Action: To add discussion topic to future agenda.**

### 4. Assembly and Infrastructure

- **CD** gave an update on the status of the VCSE Assembly. It is a constituted company, charity and has a set of directors. The directors in future will be the current leaders of viable thematic groups. **MW** will be formally installed on Thursday as the Chair and further Trustees (drawn from the current active Thematic Chairs) asked to complete a simple form to be nominated at a meeting soon.
- The Assembly is still seeking to build membership to include individuals and organisations of all sizes, demonstrating that we are open and inclusive. **CD** noted that the application form can now be filled in online and that the Articles of Association are available. These have been sent to all of the thematic leads
- **CD** hoped that the website would have been published by now, but there is not enough information on there currently. He asked all leads to submit information on their Thematic groups to Alice. **CD** raised this today as there is a time constraint as Alice and Olivia are leaving at the beginning of December. **Action: All to send over thematic information for the website by 27/11/2023.**

### 5. Thematic Groups

- Brief update on Thematic Groups
  - **MM** on carers thematic. Money has been announced from the Adult Social Care reform and Carers have been highlighted for additional funding. Working on the co- production with both councils. The thematic is monitoring the consultation timeline. There are two pertinent areas to carers that need alignment: Urgent and Emergency Care and Primary Care. **MM** noted that there have still not been any joint thematic meetings, but to keep this in line of sight.
  - **SH** on advice thematic. There has not been a meeting since the last board meeting, one is arranged for Monday. There has been the election of the co-chairs. SH is now co-chairing the thematic with Pat Coomber-Wood. Currently actively watching the Renters Reform Bill, notices have been served but not locally.
  - **MF** on CYP Thematic. Having discussions on the structure for the way forward. Looking at representation in the ICS and how it is reported

back. Discussions on the benefits of being involved in LAPs. Working together with WNC and the potential formation of a collaboration, Public Health have £200,000 for CYP for 11 plus. It was noted that the Assembly Ltd itself may be a vehicle for this.

- **CH** is the lead for the Sport thematic, no current update as currently learning and understanding from others on progress. **MM** highlighted that there is some great work going on within sport that should be linked in with the Assembly
- **EOL** on rural thematic. NACRE has received funding from DEFRA for affordable housing in rural communities. Working with the North and West for sustainable food networks. Within LAPs have been looking at rural health. In 2025 there will be a digital switchover meaning there will be no copper wires, isolating people who use analogue. Currently working with EE within communities.
- **CG.P** on the Arts, Culture and Heritage thematic. Was focussed on the VCSE launch. Currently developing the thematic by reaching out to organisations and individuals. Also, with Heritage sites through the Lieutenancy. Hoping to hold more concerts on heritage sites. **CG.P** currently focusing on getting people interested and looking at arranging a first meeting of the thematic at end of Jan 2024.
- **CD** on the older people thematic. For info, **CD** is now chairing a group to look at the practical issues of bereavement and is very much involved in the End of Life Strategy for the County. The substantive report that the Thematic group has been working on is now available and is beginning to be shared. It is an in depth piece of work highlighting the 5 key priorities for action for Older People. They are also expecting to take the lead on a proposal to Connect Northamptonshire regarding a small pot of funding for Older People in Brackley.

## Key Projects

- There was a brief update on Connect Northamptonshire. **CD** said the work on OP people has started and that there has been expression of interest published soon. **MM** also added in the N4 area there is an oversight group and project development for women's health inequalities..
- **MM** gave a current update on funding. There is a smaller funding group working on the Lottery bid, **EOL** added that **EOL** and **MW** were meeting on Monday with three lottery funding officers, two of which were involved in the previous bid.
- **MM** also spoke about the Single Point of Access to **CD**. There will be a workshop for this, will share once there is a date.

## 6. AOB

- **EOL** asked if there was still going to be a big conference launch, to keep VCSE in profile. There was an intention to take this forward, in particular, as a 'green conference'.

- **CD** said there has been a proposal of a part time coordinator, which could be secondment for the short term. **Action: this will copied round all leads for information and action.**

Action Date	Action	Allocated to	Progress
19/10/2023 -1	Transport thematic lead appointment - seek interim	Miranda	
19/10/2023 - 2	Put together thematic pages and pictures	Thematic Leads	
19/10/2023 - 3	Joint thematic meetings. 2/ 3 a year. Key subjects such as Safeguarding. Arrange dates.	Thematic Leads	
19/10/2023 - 4	Organising thematic and other information more collectively	Miranda and all Thematic leads	
14/11/2023 – 5	Add Healthwatch topic to next agenda	Miranda	
14/11/2023 - 6	To send over information for website by 27/11/2023	Thematic Leads	
14/11/2023 - 7	Job Description for Assembly Co-ordinator	CD/Thematic Leads	