

Meeting: MMW Memorial Group Meeting No.7 (full group)

Date: 11.5.16

Time: 10.00am

Location: The Spencer Suite, Congleton Town Hall.

In attendance: S.Foster (chair) , J.MacArthur, P.Aston, John Doe, D.Daniel, S.Sebire, J.Money, P.Clowes & M.Smith.

Item	Agenda Item / discussion	Comments	Action
1	Apologies	G.Williams, D.Cox, R.Barrow, J.Lilley.	
2.	Organisation Represented Within the full group.	Astbury Mere Trust, Quinta School Governors, Congleton Community Projects, Millennium Trust, Friends of Congleton Park, Congleton Town Council, Congleton Partnership, 5 Towns Partnership, C4C Fund, Congleton Tennis Club, Team Congleton, Congleton in Bloom, Choral Society, Eco Schools, LOL, Sommerford Kindergarden , Local Trusts,CCF	
3.	Matters Arising	The meeting was chaired by S.Foster. Minutes of the previous meeting 14.3.16 were accepted as a true and correct record. All action points were carried out, and will be covered in the body of this meeting.	
4.	Projects.	<u>Commissioning a Book.</u> PA reported good progress overall with Jean doing a sterling job editing the articles as they arose. The one area not covered is that of DL, PA has been given contacts of Bromley-Davenport and D.Briggs to Jean. Deadline for articles is the end of May. This will leave time through the summer getting all	J.Mac talk to Cheshire Life contact

		<p>the photos together, ready for printing in Sept and the big launch on 18th November.</p> <p>Areas we need to look at are:-</p> <p>Presell, numbers of books to produce, Title, Cover Illustration and Launch Event.</p> <p>JMac to talk to her Cheshire Life contact re some form of article /PR</p> <p>JM suggested that we talk to a writer/illustrator re title and design. PA to contact Joan Axon & Nigel Daley</p> <p>PA has someone in mind to write the forward but would like to see more of the book developed first.</p> <p><u>Naming a Site</u></p> <p><i>As the proposed public realm design for “Festival Sq” does not now really provide what we wanted either design or time scale, we have opted to look for an alternative site. All agreed that the newly refurbished “Antronbus St” gardens ticked most of the boxes and it was agreed that we approach the joint owners to obtain their support for this project. It was also felt that we should keep the family informed and asked for their preference around the actual name.</i></p> <p><i>MS to contact Readesmore Practice</i></p> <p><i>D.McG has contacted CEBC / Ward members and is awaiting a reply.</i></p> <p><i>MS to brief and contact the family.</i></p> <p>Naming suggestion was “Margaret’s Place”, also a suggestion for an interpretation board to be sited explaining who Margaret was and what she meant to Congleton.</p> <p>Mike advised the group of 2 other sites that were being developed in her memory:-</p> <p><i>Astbury Mere.</i> An area of conifers being cleared and replanted with native</p>	<p>PA talk to J.Axon / N.Daley</p>
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deciduous trees, wild flowers and a raised seating area with views across the Mere.

The Quinta at Swettenham. CWT own a nature reserve here and are planning to dedicate the site to Margaret's memory. This will be done in a low key event on 9th June. MS send out Jan Shones e-mail for reference.

Artwork / Sculpture.

Jo Money is chairing the working group on this project.

A project brief, scope document and selection method has been drawn up has been drawn up.

The piece of "art work" will be sited in Congleton Park, the site has been agreed with Friends of Congleton Park and discussion is currently going on with CEBC around any groundwork issue that may arise.

Photo of the site is below.



**MS forward
J.Shone's e-
mail.**

The project has been sent out to Chain Notes and The Arts Council. 15 people have asked For the brief (MS send copy of brief and timings to MMW Memorial GP), the deadline for artist return is 28th May. Full schedule / timings appear in the Project Brief.

Fundraising is being worked on with various grants being applied for and events being organised. SF confirmed that The Partnership would support financially if required. If anyone has fundraising ideas or could help they would be most welcome.

Margaret Williamson Memorial Fund.

The fund now sits at £70510 with 10 donations received. It has now been activated and should realise around £3k to £4k by spring 2017. We will look to pay out once a year, need to pen in a Trust fund meeting around Feb 2017 to set the application process in motion.

Process could be as follows:

Feb/March advertise the fund on social media.

Grants panel to assess applications

Send "selected" applications to CCF for vetting/ due diligence

It was felt that doing this annually would help in terms of driving PR for the fund.

It was also felt that we should have a flexible approach, not be too prescriptive.

Grants Panel.

It was agreed at the last meeting that we have a grants panel of 8 people made up as follows:-

6 local people / 2 CCF members.

John Doe (Chair) John offered to do this role for the first 3 years

Rob Barrow

A member from the William Dean Trust

J.MacArthur

		<i>J.Money</i> <i>D.Gibbins</i> <i>S.Foster</i>	
5	A.O.B	Wikipedia Page. PA to talk to Jean Phillips about setting up a Wikipedia page. Margaret's Resting Place. J.Mac to discuss with In Bloom Team the possibility of siting a floral tub/basket on Margaret's resting place to note her contribution to Congleton In Bloom.	PA talk to Jean Phillips J.Mac talk to In Bloom Team.
6.	Date of the next meeting	No actual date planned, a meeting will be called early September (Mon/Tues) to pull everything together.	

Italics - indicate copied from last times minutes as reference points.