

## Meeting Minutes

Subject:	Working Group Meeting	Present:	Phil Parker (ACC) Brian Woolley (FFC) Joyce Woolley (FFC) Louise Pennington (NRW) Julie Turnpenney (FFC) Bob Turnpenney (FFC) Mark Wiles (FFC) Louise Hughes (GC) Lisa Marshall (YGC) Steffan Williams (YGC)
Author:	Steffan Williams		
Date:	25.10.16		
Location:	Dolgellau Offices		

Item No.	Action	By Who?	Date
1	<b>Welcome and Apologies</b>		
1a	Apologies received from Sylvia Stephenson, Loraine Parker, Reuben Woodford and Charlotte Beattie.		
1b	Mark Wiles has taken over from Roger Pritchard as chair of Fairbourne Facing Change.		
2	<b>Review of minutes from last meeting</b>		
2a	LM explained that a steel noticeboard will be erected at Friog Corner pending Network Rail's confirmation. Another noticeboard will also be installed in Friog. Responsibility for the noticeboards would lie with Arthog Community Council and must only be used as informative displays, not promotional.		
3	<b>Governance &amp; Re-organisation of Project Meetings</b>		
3a	Clear governance of the project is required particularly now, as we move into the Masterplanning phase of the project. The project will be working with JBA in their role as 'critical friend' and their next bulletin will focus specifically on project governance.		
3b	LM handed out a document which outlined two potential governance models: <ul style="list-style-type: none"> <li>1. Devolved budget to executive board that would oversee a further two groups to manage CIC and Masterplan.</li> <li>2. Delivery board directly funded by authority (WG/Gwynedd). Similar model to what is currently present and heavily reliant on ever more reluctant to release funding WG.</li> </ul> <p>The room was unanimously in favour of the first model because of</p>		

3c	<p>the attractiveness of the devolved budget responsibility thus avoiding delays with bid process currently in place with WG. LM explained that a governance workshop with project board members would be held to ensure that all involved with the project fully understand the principles of good governance and are able to suggest an appropriate governance model that will work for the project.</p> <p>As part of the project reorganisation, the necessity of monthly Working Groups, was discussed. It was felt that front-line issues could be dealt with on an ad-hoc basis and that focus of effort should be with production of the Masterplan and development of the Community Interest Company. It was therefore unanimously decided that no further Working Group meetings would take place, for the time-being.</p>		
4	<p><b>Funding/Feedback from WG Meeting</b></p> <p>4a LM and HW have recently met with WG where they had challenging discussions regarding funding. WG will stop funding the general management of the project and Gwynedd Council will have to fund this themselves. The funding bid for the Masterplan will need amending to include the Technical Group and the Buy to Let bid will need to be amended to include the CIC. Securing secured long term funding is not possible as WG are not aware of their own funding regimes year-on-year, however a letter of intent may be possible.</p> <p>4b MW emphasised how crucial 2017/18 financial year will be for many aspects of the project especially moving forward with more action. Securing funding therefore is absolutely vital for next year and so FFC are to consider writing formerly to Gwynedd Council and Welsh Government to emphasise this point.</p>		
5	<p><b>Masterplan/Feedback from Technical Group Meeting</b></p> <p>5a The recent Technical Group Meeting in Fairbourne proved to be very positive. A number of organisations are involved providing and analysing data including:</p> <p>Reuben Woodford (Chair) – National Resources Wales  Mark Roberts – Civil Engineering Solutions  Mike Phillips – University of Wales Trinity St David  Greg Guthrie – Royal Haskoning  Rob Williams/Alun Osbourne – YGC Water and Environment Unit  Kerry Keirle – Welsh Government</p> <p>5b Mike Phillips is to develop a model with all current data which would also be able to be updated as and more current data is collated. MP will present the model to the rest of the group in</p>		

5c	<p>Lampeter before Christmas.</p> <p>BW raised concerns with the validity of groundwater data in Fairbourne stating that something has changed in the last 18 months that has caused the water table to rise and flood gardens. LP explained that NRW are looking at the issue on the Afon Henddol and that continued long-term monitoring of groundwater would even out any present unreliable data.</p>		
6	<p><b>Buy to Let and Community Interest Company Progress</b></p>		
6a	<p>WG were encouraged by the CIC proposal which requires further research to assess it's true feasibility over the next 12 months in order to hopefully go live by 2018/19 financial year.</p>		
7	<p><b>Communication (FAQ/Annual Report/Newsletter)</b></p>		
7a	<p>FAQ's are progressing slowly but should be done before Christmas. The Annual Report is nearing completion but still a couple of weeks away. The Newsletter is ready to be distributed but as the FAQs and Annual Report are delayed, it would no longer be practical to distribute all three documents together. MW suggested that the Newsletter is required soon by the community especially considering that JBA have arranged two drop in sessions soon and other community meetings are imminent. LM suggested that the Newsletter could be distributed manually by GC staff which should undercut postal costs.</p>		
7b	<p>BT raised community unhappiness and frustration regarding NRW's public relations and the lack of attendance by RW. LP referred to the previous Working Group meeting minutes where RW raised frustrations regarding the lack of resources within NRW. LP echoed this thought and explained to the group that NRW were processing 150 voluntary redundancies by the end of October. LP also addressed other comments and explained NRW's current and past stance on Friog corner. This was well received by FFC and ACC, but there felt a need to communicate this better with the community and it was agreed that NRW would keep an update in the noticeboard which is due soon at Friog corner.</p>		
7c	<p>BT maintained that RW needed to address public concerns in person. As RW represents the whole of North Wales not just Fairbourne and considering the personnel loss within NRW, RW must allocate his very limited time carefully. LP suggested that in future a skype connection be setup to save hours of travelling time.</p>		

8  8a	<p><b>Update from Learning Project Group (JBA)</b></p> <p>LM explained in CBs absence that JBA have arranged two engagement sessions in the Railway Café, Fairbourne on the 28<sup>th</sup> of October and the 11<sup>th</sup> of November.</p>		
9	<p><b>Any other business</b></p> <p>This will be the last Working Group Meeting. Any future queries can be addressed in drop-in sessions or a meeting could be arranged if necessary.</p>		