

# Minutes



## CELL BIG LOCAL STEERING GROUP MEETING

7pm – 9pm Tuesday 6<sup>th</sup> May 2014 Ellington Village Hall

<u>Attendees :</u>	Kevin Hindmarsh, John & Pat McCann(chair), Liz and Tom Dunn, Guy Nokes , Jean Gardner, Max & Maureen Cairns, Andrew Gooding, Katherine Glen, Sal Armitage, Bill Tarbit (minute taker)
<u>Apologies:</u>	Hayley Brown, Bob & Christina Manners, Dave and Jackie White, Gillian Mason, Louise Liddiatt.
<u>Minutes from last Meeting:</u>	<ul style="list-style-type: none"><li>Max attending LOCAL TRUST'S SPRING EVENTS on Tuesday 20th May in Newcastle. Two places booked and a lift with Max. Gillian had indicated an interest, if someone else was going, so Max to liaise and see if Gillian still interested. Others, please do so too as it will be an excellent opportunity here about other areas experiences and issues.</li></ul>
<u>Matters Arising:</u>	<ul style="list-style-type: none"><li>Linton Kids Event – raised by Jackie at last meeting. Pat and Hayley have contacted the person who raised the petition.</li><li><b>ACTION POINT – Hayley to contact young people in Linton to discuss the event further.</b></li></ul>
<u>Profile, Vision and Communications (PVC) Sub Group feedback</u>	<ul style="list-style-type: none"><li>Jean gave an update on the newsletter which should be ready for print by the end of this month.</li><li>Discussion around delivery of newsletter</li><li><b>ACTION POINT -agreed that Andrew has approval to spend up to £500.00 to source a suitable delivery method with newsletters to be delivered within one week</b></li><li>It was noted that all of the Task Groups now have their own email addresses</li><li>Pat circulated a list of people who had expressed interest in wanting to become involved or wanting to know more about Big Local arising from the recent questionnaire survey. She asked for SG volunteers to ring 3-4 people on the list to thank them for their interest and asking if they wanted to become involved in CELL Big Local or if they were able to bring any particular skills “to the table”. Obtain email addresses if possible. A crib sheet on what could be said was handed out to assist.</li><li>Volunteers from SG were – Kevin, Andrew, Tom, Kathy, Max and Guy.</li></ul>

<p>Partnership Development (PDG) Sub Group Feedback</p>	<ul style="list-style-type: none"> <li>· Partnership Development Sub Group have been meeting regularly – John, Gillian, Max, Andrew and Guy – to develop the appropriate Partnership as we move forward to develop a Plan for CELL Big Local area.</li> <li>· <b>PDG Sub Group will present a recommendation report in June</b> to the Steering Group as to what the Partnership could look like for CELL area.</li> <li>· Andrew outlined a proposal for he and Pete (SRC) to give support to enable a Big Local Plan and Partnership to be in place by October 2014. <b>Andrew agreed to send this out electronically.</b> The proposed timetable for this process is: <ul style="list-style-type: none"> <li>· May – July .....Priorities developed within Task Groups</li> <li>· August.....Draft Plan completed</li> <li>· Early September... Partnership endorsement of Plan</li> <li>· Late September.....final community consultation event</li> <li>· October....Partnership approve final document for submission</li> <li>· November....Local Trust approval</li> <li>· December.... Project activity commences</li> </ul> </li> <li>· The Steering Group unanimously agreed to appoint Pete/Andrew to undertake this support at a cost of £15,000. The SG agreed it on the basis of a continuity of professional support from Pete who produced the Survey Report, on the basis of a reasonable consultancy day rate (£350.00) and on the basis of supporting a local organisation(s) with a track record with funding being retained within the local area.</li> <li>· The appointment of Andrew/Pete requires Local Trust approval</li> <li>· Terms of engagement were agreed at 50% at Draft Plan stage and remaining 50% on completion of work to satisfaction of SG.</li> </ul>
<p>TASK GROUP FEEDBACK</p>	<ol style="list-style-type: none"> <li>1. <b>Transport task group</b> - John reported on progress. The first task of the Group is to assess the real problems/needs of residents by way of a survey to all residents that will be sent as a supplement in the forthcoming CELL Life newsletter. Northumberland CC and community transport organisations have been approached (e.g. ADAPT and WATBUS) and Lynemouth Day Centre with possible joint working with organisations. Discussions have taken place with regards to the bus stop to assist Park View residents in Lynemouth but some difficulty in locating a suitable alternative site. John has spoken to WRVS who will arrange to discuss their community transport services with the residents at Park View.</li> <li>2. <b>JOBS:</b> Andrew has spoken to a number of businesses and is seeking to meet with them shortly.</li> </ol>

<p>TASK GROUP FEEDBACK (continued)</p>	<ol style="list-style-type: none"> <li>3. <b><u>ENVIRONMENT</u></b> – Kevin will be working with Jean G, Liz Stobbard and Barry Mead and is hoping further residents will step up after receiving the News bulletin going out tomorrow,. Kevin is looking at land ownerships in the area. It was brought to his attention that Groundwork are hosting a number of environment events in the Dene this month. Kevin to follow this up.</li> <li>4. <b><u>YOUNG PEOPLE</u></b> – meeting of the Group has been held and Hayley has outlined her ideas for various activities for 13-18 year olds between the May half term and the October half term holidays linking in with both BAIT and Active Northumberland. The Task Group proposed an event in the summer for Families from the whole Cell area (64 places available). This will be organised with the help of the young people. The Steering Group heard that the proposal would cost up to £800.00 for young people and their families in the CELL area to be picked up by an old fashioned double decker bus to be dropped off at Druridge and walk back to Cresswell for a picnic at the Village Hall on either 10<sup>th</sup> or 17<sup>th</sup> August. Steering Group unanimously agreed to expenditure of up to £800.00 for this event. Pat to advise Hayley she can start talking to the young people about it. Discussion also within the SG regarding Disclosure and Barring (DBS) checks needed or Temporary Event Notice for Picnic Event – Hayley to advise.</li> <li>5. <b><u>TACKLING POVERTY -</u></b> Kath/Gillian met last week to discuss remit. Agreed to categorise their work on “project based groups”. They discussed the setting up of a community based shop and were looking at premises options. They also felt the need for community awareness training for pay-day lenders/loan sharks. They also brought to SG’s attention the successful community based initiative in Hexham – No. 28.</li> <li>6. <b><u>6. HOUSING AND COMMUNITY BUILDINGS</u></b> –Tom has discussed the housing issues with Dougie and Tom is planning a meeting with interested parties in next week or so. He raised the listed Lynemouth pit baths which are under threat of demolition and felt that they could be used for a community purpose.</li> </ol>
<p>ANY OTHER BUSINESS</p>	<p>Guy suggested that as summer approaches, the Steering Group could be thinking about ‘piggybacking’ forthcoming events in the CELL area. This is so the steering Group or volunteers can diarise to attend with materials. If we can consider the opportunities, we could also then offer to fund bits, say buffet or a tent / stall etc. and bring people up to date with what’s happening and involvement opportunities.</p> <p><b>ACTION:</b> All members to forward any known events e.g. dates of fayres / galas etc. Maureen subsequently confirmed the Ellington Village Hall Spring Fete is on Monday 26<sup>th</sup> May.</p> <p>Some discussion on a directory of community organisations within the CELL area occurred and it was concluded as an idea for the future as it requires some resources to create, maintain and promote.</p>

Date & Time of future meetings	<b>PVC Group:</b> Thursday 29 <sup>th</sup> May 2pm at LRC <b>PD Group:</b> No further meeting until June Steering Group <b>Steering Group:</b> 7-9pm Thursday 5 <sup>th</sup> June at Creswell Village Hall
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Pat McCann  
Chair  
Draft 8<sup>th</sup> May 2014