

<u>Attendees :</u>	Kevin Hindmarsh, John & Pat McCann, Guy Nokes (temporary chair), Jean Gardner, Liz Stobbart, Gillian Mason, Dave & Jacqui White, Louise Lydiatt, Cllr Milburn Douglas , Max & Maureen Cairns, Andrew Gooding, Katherine Glenn, Sal Armitage.
<u>Apologies:</u>	Hayley Brown, Bob & Christina Manners, Bill Tarbit, Liz & Tom Dunn.

## Minutes

### CELL BIG LOCAL STEERING GROUP MEETING

7pm – 9pm Thursday 8<sup>th</sup> April 2014

Lynemouth Resource Centre

<u>Minutes from last Meeting:</u> -	<ul style="list-style-type: none"> <li>Request for copies of the budget, especially monies remaining from start-up funds – Andrew to provide update later on in the agenda.</li> <li>Guy Reminds all that LOCAL TRUST'S SPRING EVENTS are happening in May as previously advised both verbally and by email. If you wish to go just use the details on the form or contact him.</li> </ul>
<u>Matters Arising:</u>	<ul style="list-style-type: none"> <li>Jacqui White offers to organise large summer event and reminds people that it takes a lot of organising and time is getting on. ACTION POINT – proposals for events to be submitted to chairperson and steering group for consideration. Guy reminded all that any expenses occurred in relation to CELL, can be reimbursed.</li> <li>Jacqui also has had a petition from the kids of Linton put through her door – ACTION POINT – to pass it on to Chairperson &amp; Youth Sub Group / Task group.</li> <li>Milburn Douglas raised the fact that young people from Ellington know about the project and would like to know when they can put in for some money to do things they want to do. ACTION POINT – arrange meeting with chairperson / youth Task group to be arranged.</li> </ul>
ELECTION OF A NEW CHAIRPERSON	2 nominations were received, Pat McCann (steering group member) & Katherine Glenn (currently working for ISOS Housing), all present read short passage on why they would like the position followed by questions. Despite Katherines skills being recognised as valuable assets by the group, Pat's 8 votes outnumbered Katherine's 4. Pat McCann is the new CELL BIG LOCAL Chairperson. Katherine Glenn is welcomed to the steering group.

FEEDBACK &  
DISCUSSION  
FROM PARTNER  
SEMINAR

Jacqui and Dave state that they were unaware of the Partners Seminar. It was noted that it was not mentioned in the previous Steering Group meeting Minutes.

All present at the Partners Seminar agreed it was not only productive, but beneficial, and positive, and a great chance to make contacts and explore issues.

The Seminar was discussed at the Profiling, Vision and Communications (PVC) Group who had met earlier in the day. Pat gave the following feedback: Pete Duncan presented a draft report of the Seminar describing the setting up of the task groups as a pivotal point in the BIG LOCAL JOURNEY.

6 groups were identified along the lines of the themes tackled at the seminar (Task Group leaders in parenthesis):

1. Transport (John McCann)
2. Creating and Sustaining Local Jobs (Andrew Gooding)
3. Improving and Maintaining our Environment (Kevin Hindmarsh)
4. Meeting the Needs of Young People (Pat McCann)
5. Tackling Poverty (Gillian Mason)
6. Housing and Community Buildings (tbc)

These Task Groups should share a common format – What are we focusing on? – Who are involved? When do we do it? How do we get there? How can we fund it? Set a timetable. Gillian added that groups should also think about how to make projects sustainable.

**ACTION POINT – Task Group Leaders to contact other Steering Group members and the potential Partners present at the meeting to re-initiate conversations and GET THINGS STARTED. More community volunteers are urgently needed.**

**1. Transport task group** was provisionally set up on that day by Max & John to follow up matters discussed. On the day neither Arriva nor Adapt turned up but will be contacted along any other relevant community transport groups. It was agreed that the group needed to gauge the real demand for what type of transport and that a questionnaire formulated by the group would serve this well. If required some test services could be trialed. Milburn Douglas recommended the group contact private bus company G&B Travel, responsible for the area's school runs, as they could be useful and willing to be involved in task group. Also Gillian Thompson at Lynemouth Day Centre as they had 3 mini buses and a host of trained drivers.

**ACTION POINTS – to produce questionnaire to go out with the first edition of the newsletter. Make contact with other potential transport partners and also Gillian Thompson at LRC.**

<p>SUB GROUP FEEDBACK</p>	<p><b><u>PVC</u></b>  From the communications part of the PVC group there was a newsletter update. It would be an idea to start asking around local businesses for advertising in order to make the newsletter sustainable. Jean to work closely on newsletter with Gillian. Some print outs of what it looks like so far passed around. The draft newsletter is being shown on the private Big Local Facebook page as it evolves. It was also agreed at the PVC that the remaining start-up money should be utilized to pay for continuing support from Pete Duncan (SRC) and from Andrew (LTO) in order to prepare for writing the area's BIG LOCAL PLAN.  <b>ACTION POINT – feedback/comments or if interested in getting involved with the newsletter contact Gillian</b></p> <p><b><u>Partnership Development Group</u></b> – Andrew will have a paper for next steering group to examine, mainly detailing the next transitional step in the BL process – moving from being a steering group to forming the BIG LOCAL PARTNERSHIP in such a way that residents still have as much input as they desired.  <b>ACTION POINT – Partnership Development Group to prepare presentation for steering group rather than everyone having to read it from the website before hand.</b></p>
<p>BUDGET POSITION</p>	<p>Financial Status described by Andrew, approximately £4000 remains of monies already acquired to be spent on events and engaging people in the community, and approximately £6300 start-up funds remain to be applied for. Put to the group from discussion following PVC meeting – it should be applied for to help set up task groups and pay for a continuation of professional support by Pete, including involving him in writing the PLAN and to pay for Andrews support and hours of which until now have been given voluntarily. A further £2,000 is available to write the PLAN and then another £18,000 which is part of CELL's million.  <b>ACTION POINT – Andrew to apply for last of start-up monies for professional support &amp; support &amp; setting up of task groups.</b></p>
<p>SOCIAL MEDIA</p>	<p>Gillian showed the Cell Big Local's Facebook page with an explanation of content. All invited to ADD the Cell Big Local as friend and LIKE Cell Big Local page. Short on time, twitter and Pin Interest could be presented next meeting.  <b>ACTION POINT : Those who use facebook to promote the CELL Big Local Facebook pages.</b></p>
<p>Date &amp; Time of future meetings</p>	<p><b>Partnership Development Group</b>  1.30-3.30 Wed 23<sup>rd</sup> April at LRC  <b>Profiling Visioning &amp; Comms: 3pm</b> Tuesday 29<sup>th</sup> April at the LRC  <b>Steering Group: 7-9pm</b> Tuesday 6<sup>th</sup> May at Ellington Library</p>

Guy Nokes 22<sup>nd</sup> April 2014