



Big Local Eastern Sheppey Partnership Meeting Minutes
Monday 11th December 2017
7.00pm at 5th Sheppey Scout Hut, Dicksons Walk, Eastchurch

Present:

Partnership Members

Paul Leacock (Leysdown) (PL), Mark Brown (Bay View) (MB), Lynd Taylor (Warden) (LT), Lee-Anne Moore (Warden) (LM), Pauline Wenham (Leysdown) (PW), Ivor Gough (Eastchurch) (IG), Daniel Perriam (Eastchurch) (DP) and Malcolm Pamplin (Leysdown) (MP)

Residents

William Tatton (Warden) (WT), Pat Sandle (Warden) (PS), Pat Brown (Bay View) (PB), Sophie Hammock (Warden) (SAH) and Christine Taylor (Warden) (CT)

Other Members

Paul Murray (Oasis Academy) (PM), Sarah Williams (Local Trusted Organisation-Swale CVS) (SW), Sandy Hammock (Administrator) (SH), Jim Boot (Big Local Rep) (JB) and Sean Leacock (Project Coordinator) (SL)

1. Welcome, Apologies and Introductions

Meeting did not start until 8.19pm due to JB and SW being late as traffic delays onto island. JB welcomed everyone to the meeting. Introductions were made by all members. Apologies were received from Sharon McNaboe, George Heath and Padmini Nissanga.

2. Declarations of Interest and Loyalties

WT asked JB what is meant by loyalties, JB explained that it means if you are involved with any of the groups that are listed within the agenda. IG declared an interest in the Community Chest Ratification for 5th Sheppey Scouts and LM declared an interest with Eastchurch Primary School and will leave the meeting while the Supporting Local School fund is discussed.

3. Revised Code of Conduct

SL handed out the code of conduct document; JB explained some suggestions that were added - all meetings will be recorded and if any concerns or issues are raised should be done within 3 months. **PL proposed** that any concerns or issues are to be raised within 30 days, **LM seconded** and vote carried by partnership members. **MB proposed** that if within a 12 month rolling period three reported breaches of the code of conduct is upheld, then the member will be removed from the partnership, **PL seconded** and vote carried by partnership members. PS asked would there be enough members present before anyone has to leave the partnership and JB explained that it is within the Terms of Reference that Big Local Eastern Sheppey has to have a minimum of 9 partnership members, Local Trust state their minimum is 8, but our Terms of Reference states 9 members, so the partnership with less than 9 members would not be quorate. **MP proposed** the amended code of conduct, **DP seconded and vote carried by partnership members.**

Action 20 – JB will make amendments and circulate the new code of conduct to partnership members.

4. Elections of Officers

MP raised his concern that after attending a Local Trust event and discussing with other Project Coordinators, that it may possibly be illegal in that PL had to resign his position as an officer due to his son being a paid worker, where has this directive come from. JB explained that this guidance that is required by Local Trust was sent out to all partnership members and in this policy it states any partnership that doesn't meet this new guidance, would not be considered as a recognised partnership. This guidance can be found – <http://localtrust.org.uk/library/programme-guidance/big-local-partnerships/> PL stated that this guidance does state that we can question the document; JB agreed that it could have been and has not been challenged since it was produced in the summer.

All partnership members' ballot papers were handed in to JB and JB, SW and SH left the room to count the votes. JB then announced the results from the vote. Chair position, LT was voted in with 5 votes, MB received 3 votes and 1 member abstained. Vice Chair, both DP and PW received 4 votes each and 1 member abstained, JB advised that maybe the chair would be willing to allow DP and PW to jointly run as vice chair, but this decision would be with the chair to decide. WT raised his concern, that it is not in the interest of Big Local Eastern Sheppey due to points 2 and 25 of the amended code of conduct to have LT as their chair, JB advised that he does not see any grounds for LT to not be able to take on the role as Chair and asked WT to raise a concern after the meeting. JB handed over the meeting to LT. LT thanked PL for all that he has done while as chair.

5. Minutes - Accuracy

Minutes were agreed to be an accurate record of the October meeting. **MP proposed and PL seconded, vote carried by partnership.** These can be viewed at <https://app.box.com/s/qkyl49qx7bwzz38mxhvdd98uaxo7bmt3>. MB asked for closed meeting notes for 14th August to be agreed, PL stated that he had not seen the notes from closed session on 14th August; MB said that he had not attended the meeting. Partnership agreed to be an accurate record, **MB proposed and MP seconded, vote carried.** SL asked if a decision can be made the vice chair position, LT asked for this to be discussed at the January meeting. **Action 21 – LT to discuss who will take the position of Vice Chair at January 2018 meeting as an agenda item.**

6. Matters Arising

No.	Action	Update
3	Water Feature	MP states that Swale Borough Council does not agree with the contractor that we had originally contacted to complete the work and other contractors that MP has contacted want more money. MP will look for another contractor and come back with details at January meeting.

7. Project Updates

- a) Website – SL handed out information on the progress and issues with the website so far. SL suggests this is an agenda item for January to discuss in more detail.
- b) Supporting Local School Fund – Friends of Eastchurch School have now submitted a proposal for St Clements too. They are asking for nursery playground equipment for All Saints and a wooden gazebo structure for St Clements. PL raised that we had given them 20 laptops and asked for recognition for it, which has not happened, so what guarantee will we get from the school on gaining the recognition on these items. **SW proposed** that as the

proposal had only come in today, so we can have time to look at the proposal and discuss this at the January meeting, **PL seconded, vote carried by partnership members.**

- c) Logo – SL showed three designs of the plane placed in different positions. MB stated that the aircraft design is still the wrong. LT asks that we agree the design of the logo but look for another aircraft design. **IG proposed** that the design is with the aircraft within the red triangle and not overlapping the red triangle but to look for the correct Wright Brothers plane design, **MB seconded and vote carried by partnership members.** SL asked who will look for the correct aircraft design and LT suggested SL liaises with MB and go to the Aviation Museum in Eastchurch.
- d) Beaches Children Centre – Project attended by 5 parents and 5 children each week and they will produce a report for the partnership.
- e) Income Received – Application has been submitted and NatWest is to contact applicants but SL will chase up bank.

8. Local Trusted Organisation (LTO) Update including finance

SW handed out a breakdown of the accounts to date. PL had previously asked for a full breakdown of the figures but has not received as yet for this year and the previous 2 years, SW will arrange to send this out to PL.

Action 22 - SW to send a full breakdown of accounts for this year and previous 2 years to PL

9. Public Consultation/New Plan

JB advised that he will circulate the project brief again and discuss at January meeting to be agreed by partnership. This will allow the project brief to be put out for tender and allow possible contractors to apply, then we can short list and interview in them writing the Year 3, 4 and 5 plans which may take 5-6 months and as we have underspent this year, Local Trust will allow us to continue with this year's plan until we have developed our new plan. PL asked doesn't it have to be in by March 2018, JB stated that Local Trust will allow you to increase current grant period while we are doing the consultation.

10. Working with Elderly Community

MP from the sub group explained that they have been in touch with Geoff Rambler doing the walks. Swale Borough Council; have not come back regarding the Nordic Walk, but due to the Body Mass Index (BMI) of some local people we may be able to get funding for this. We may have a line dance instructor and also a quiz master, but will report back about this at January meeting. MB said that notes from the sub group meeting will be circulated to the partnership. PL asked when these projects will start, MP said the walks will not possibly be until spring but we will ensure that this is split across all three areas, will report back at next meeting. PL asked about the newsletter to ensure that we advertise our events in advance, the sub group to look at this.

Action 23 – Newsletter to be looked at by sub group

11. Community Chest Ratification

SH asked for clarification from the partnership of conflict of interest for partnership members regarding ratification, **PL proposed** that the information is shared with all members beforehand, **LT seconded, vote carried by partnership members.**

LT proposed that the partnership is made aware of the local residents that make up the resident panel before they meet, **PL seconded, vote carried by partnership members.**

Applicant	Amount Applied	Purpose of Award	Panel Decision	Amount Panel Recommends	Partnership decision and amount awarded
Leysdown Allotment Association	£290	To purchase wild meadow mix, weed killer and diesel for the rotivator for the embankment on the allotment.	Agreed to full amount, no issues.	£290	Agreed to full amount, no issues MP proposed, PW seconded – Vote carried by all.

Eastchurch Aviation Museum	£500	Purchase showcases to display donated photographs and artefacts.	Agreed to full amount. Recommend they re-apply in future rounds for further funding.	£500	Agreed to full amount but would like the Logo Sticker on the showcase. LM proposed, MP seconded – vote carried by all
5th Sheppey Scouts	£500	To purchase 1x 4 walkie talkies, 1x cast iron double burner, 3x Trangias, field first aid kit and 8 towels for the scout hut.	Agreed to full amount, no issues.	£500	Agreed to full amount, no issues. PL proposed, MB seconded – vote carried by all.
Eastchurch Parish Council	£500	Towards cost for purchasing Konica Bizhub photocopier.	No, panel felt this had no benefit to the wider community and did not meet the priorities and outcomes identified in the Big Local Eastern Sheppey Plan.	zero	Agreed with resident panel, no amount awarded. MP proposed, PL seconded – vote carried by all.
Eastchurch Parish Council	£500	Contribution towards Eastchurch Observance on 18th May 2018.	Defer to next round but would like the following points answered before a recommendation can be made – 1, why not use volunteer marshals like Event Volunteers of Swale (EVOS) or Event Marshalling Unit Sheppey (EMUS) who would work for a donation instead of paying for professional marshals. 2, Use funding towards purchasing PA System that can be used for future events instead of hiring. 3, Ask for donations from local Pubs and shops for refreshments. 4, Why is this not more widely publicised, as the panel have never heard about this event.	Deferred to next round.	Agreed to defer to next round subject to response to recommendations and questions from panel. MP proposed, PL seconded – vote carried by all
St Thomas the Apostle Church	£500	Purchase Perspex sheets and fittings to fit over the stained glass windows.	Agreed to full amount, no issues.	£500	Agreed to full amount, no issues. PL proposed, MP seconded – vote carried by all.
Leysdown Village Hall	£500	Contribution towards purchasing a WW1 memorial bench for the spinney.	Requested this is taken to the Partnership and ask for the full amount to be covered by Eastern Sheppey of £912	£912	Bench is already in place, asked to go back to Evelyn as we cannot fund retrospective, but will fund another WW1 bench.

SH to send out letter to each applicant advising them of the outcome of their application. SH has proposed an updated community chest application form and will discuss at January meeting. SL also asked are groups able to submit more than one application per round, LT asked to be discussed at January meeting. SH asked how much the partnership would want the next round to be, **PL proposed** £500 per application, **LT seconded, vote agreed by partnership.**

12. Big Local Activity Club (BLAC)

LT asked that this be discussed as an agenda item at the January meeting.

13. AOB

- PL asked about Community Land Trust feedback regarding the Housing Needs survey, JB advised this has been circulated by SL.
 - PB read out a letter of thanks from Warden with Leysdown WI for the community chest funding.
 - MB asks if SH can send out letters of thanks to the groups that attended the AGM
- Action 24 – SH to send out letter of thanks to groups that attended the AGM**

Meeting closed at 9.52pm.

Next Meeting is Monday 8th January 2018.