



Big Local Eastern Sheppey Partnership Meeting Minutes
Monday 10th October 2016
7.00 pm at 5th Sheppey Scout Hut, Dicksons Walk, Eastchurch

Present:

Partnership Members

Paul Leacock (Chair & Leysdown Resident) (PL), Andy Booth (Vice Chair & Eastchurch Resident) (AB), Mark Brown (Bay View Resident) (MB), Sharon McNaboe (Warden Resident) (SM), Ivor Gough (Eastchurch Resident) (IG), Lynd Taylor (Warden Resident) (LT), Lee-Anne Moore (Warden Resident) (LM) and Daniel Perriam (Eastchurch Resident) (DP)

Residents

Sandy Hammock (Secretary, DofE Co-Ordinator and Warden Resident) (SH), Pauline Wenham (Treasurer & Leysdown Resident) (PW) George Heath (Bay View Resident) (GH), Malcolm Pamplin (Leysdown Resident) (MP) and Malcolm Newell (Eastchurch Resident & Eastchurch Gap Group) (MN)

Other Members

Paul Murray (Oasis Academy Sheppey) (PM), Jim Boot (Big Local Rep) (JB), Sean Leacock (Project Co-Ordinator) (SL), Sarah Williams (Swale CVS/LTO) (SW) Lewis Laxon (Appofy) (LL) and Peter MacDonald (Sheppey Coastal Protection Group) (PMD)

LL gave a presentation on what the new Big Local Eastern Sheppey website would look like, once it becomes live. PL asked if the data that is currently on the site has been taken from the Year 2 plan, which LL confirmed that information currently on the site is just for information purposes only and will be updated with all current budgetary information before the website is made public. MB asked for the partnerships personal profiles, which he is still waiting for.

1. WELCOME AND INTRODUCTIONS

PL welcomed everyone to the meeting. Introductions were made by all members.

2. CONFLICTS OF INTEREST

These will be stated when relevant. AB spoke to the partnership and stated that is really exciting to see the website and some of the projects that the partnership are working on, but due to external pressures and business commitments demanding more time, it is with deep regret that AB tendered his resignation from the Big Local Partnership with immediate effect. PL thanked AB for everything he has done. AB left the meeting.

3. MINUTES - ACCURACY

Were agreed to be accurate, proposed by LT and seconded by LM, vote carried by partnership members.

4. MATTERS ARISING FROM MEETING ON 12th September 2016

No.	Action	Update
1	Deliver findings regarding a website.	MB is still waiting for personal profiles from partnership members.
19	Dog Park	PL will continue with the petition that has been started and will take around to the residents that will be directly affected.
33	Sheppey Coastal Protection Group – PMD to email SL with breakdown of costings.	IG confirmed that PL needs to contact the clerk for Eastchurch Parish Council (EPC) on their decision. PMD advised that EPC will not support the project, but Eastchurch Gap Group will cover the amount of £2,000, which MN confirmed. PL advised that this should be tabled for the next meeting, but we can only fund certain groups, PMD confirmed that Sheppey Coastal Protection Group is a Community Company limited by guarantee. PL asked PMD to email SL with a breakdown of the costings to include the commitment from the residents (Eastchurch Gap Group) on how the money is to be spent. To be tabled for December meeting.

5. PROJECT WORKERS UPDATE

Action 11 Progress on postcard project with Leysdown Events Organisation (LEO)

SL advised that LEO advised they have not got the time to finish the project, so will be returning the community chest funds back to BLES.

Action 18 Coffee Mornings

First coffee evening was held on Leysdown Promenade and SL spoke to a couple of passers-by and will arrange another evening and also attend other organisations coffee events. SL will be attending Eastchurch Primary School coffee afternoon at St Clements on Tuesday 11th October.

Action 31 Summer Playscheme Recommendations

SL advised that PL had asked everyone to read this and gave out copies -

- *The play scheme look to start offering places for the Summer Scheme well in advance, perhaps during the Easter play scheme (to still be confirmed) we can begin taking places and payment. With regards to payment we look into parents being about to send us the full amount for the scheme through a bank transfer.*
- *Kent Travel once again offered a very competitive price and delivered a quality service.*
- *1st Choice inflatables would only charge us for the actual use of the bouncy castles, so whilst we are not on site using the equipment we did not receive a charge.*
- *From parents comments it appears that they would prefer to have the scheme run over a longer period of days. Give consideration to potentially having two teams of staff and running simultaneously across the two sites, if we did this then more equipment will need to be bought to accommodate for this.*
- *Continue running our own Arts & Crafts projects as the children could engage more with the staff and therefore it made the whole experience more enjoyable.*

LM asked if we can offer payments by instalments, especially if parents have two or more children. PL advised that this can be an option, but should not be openly offered due to administration issues, but that parents could approach SL and come to some arrangement. PL advised that we may be able to offer concessions if people can prove they are on benefits. JB advised that when he ran a Playscheme in Maidstone, they use to offer this.

SW advised that if it's a confidentially issue due to SL living in the area, that parents could bring the proof into SCVS offices for the finance team to action. SM raised the issue with the new benefit cap, that a lot of families in Swale will be affected by this, so we need to ensure that we don't force the finance onto families, so to give all children in Eastern Sheppey the opportunity to attend. MB asked what the costings would be if the Summer Playscheme was increased, SL does not have costs but will send these over to MB, but we cannot use the school up to the end of August due to them having deep cleans, but we may be able to start the end of July.

Action 32 Friends of Eastchurch School Community Chest Monitoring Form

Sarah Hunt, Head of Eastchurch Primary School All saints has received the monitoring form for the grass mats. SL will chase up when he attend the coffee afternoon at St Clements site.

Action 23 Early Years Provision for Eastern Sheppey

SL has spoken with Jim Duncan and is trying to arrange a meeting with Maggie, head of Beaches Children Centre, so he and LM can establish what the needs are in the area.

5.1 Big Local Activity Club (BLAC)

SH spoke about the slow uptake on the Duke of Edinburgh's Award (DofE) and that with SL has come up with the proposal of setting up an activity based club at Warden Bay Village Hall for young people aged 11-19 years in eastern Sheppey. The club will not be a youth club, but will be activities based around DofE. One night per week, this could be used as a stepping stone onto DofE. SL set up a poll on Facebook asking the youth in the area what they wanted, overall 160 votes and fifty people asked for a youth club and 36 expressed an interest in a cinema/bowling alley. From this club, it will also allow us to establish a Youth Advisory Network, which is also in the budget and volunteering opportunities for young people and their parents. The proposal is an initial 5 week pilot, starting on Wednesday 16th November until Wednesday 14th December to be open 6pm until 8pm for 11-16 years and then 8pm until 9pm for 16-19 years and the last night would be open to all family members. The budget would come from the Raising young people's aspirations. The 5 weeks would cost £1,000 to include room hire, refreshments and activity cost. SM advised that CXK run a mobile bus in eastern Sheppey on different days and times and to not cross over, SH advised that we will contact House Project, Scouts, Boxing Club and Kent Youth Services to advise of this project. There will be a 50p per week charge to attend and it will be limited to twenty people due to adult/child ratios.

Proposed by DP, seconded by LM, vote carried by partnership

Action 35 – SL & SH to give a report and evaluation on BLAC at January partnership meeting.

5.2 Participatory Budgeting Event

SL advised he had sent round an email to the partnership asking if they wanted another PB Event, but he had no response. PL asked how much the last one cost; SW advised that it was approximately £3,000 to run. SW suggested that we hold another one in February. PL advised the partnership to email SL if they agree or not to holding another PB event.

Action 36 – Partnership to email SL to advise if they want a PB event in February 2017.

5.3 Training

IT Training has been arranged by JoB on behalf of BLES and SL gave out posters for people to advertise.

5.4 Annual General Meeting (AGM)

SL gave out posters for the AGM and has booked the Paradise Club in Leysdown.

5.5 Funding Poster with percentage breakdown of each area

SL asked if the partnership had seen the poster he sent out with a percentage breakdown of what each area has received in eastern Sheppey with regards to community chest funds. 40% has been given to organisations in Eastchurch, up to 20% each in Warden and Leysdown and 15% spread across the three areas. SL asked if the partnership wanted this map available to the public in the area, BLES agreed it should be put on Facebook, twitter etc

Action 37 – Poster to be advertised on Facebook, Twitter, website and Swale CVS website.

6. LOCAL TRUSTED ORGANISATION (LTO) UPDATE AND FINANCIAL REPORT SHEET

- 6.1** Financial Report – SW handed out the report sheet up to the end of September, which shows what the budget is, spend so far and what is committed. And suggests we consider drawing down the second six months funding; only one overspend is Street Games due to issues getting Street Games in Warden.

7. TERMS OF REFERENCE

PL raised the issue that currently all officer roles have to be a voting partnership member, but PW has been in this role, but is not currently a voting member. JB agreed that if PW was in agreement to become a voting partnership member, then PW could join the partnership. PW agreed that she would be delighted to join the partnership, all members were in agreement. SL handed out the role descriptions. JB pointed out that the AGM is where you vote in your officers, but you need to start thinking about the annual review, which will take about 3 hours to do. A date will be arranged in January 2017 for the Annual review. JB after the AGM will need to confirm the membership for Local Trust and will arrange for the forms to be given out.

Action 38 – Date to be arranged for Annual Review in January 2017.

8. SCOUT HUT CONTRACT

IG declared an interest and left the meeting. SL advised that we only had a one year contract and this is now up for renewal in November. BLES renovated the office, put in new carpet and new desks. PL asked what the cost was for the past year and SL advised we donated £1,000 just to rent the office space and we agreed to pay the difference on the fuel bills, which we will not know this cost until November. PL raised his concern on the fact we rent out the hall for other events and we pay for fuel costs within this amount, we will also be paying again once we know the amount in November, so it appears we are paying for this twice. SL confirmed that it is a great facility as we have space for all our equipment. PL proposed to extend the contract for six months at a cost of £500.00 and to review once we have seen what the cost is for the utilities bill for the year.

Proposed by PL, seconded by LT, vote carried by partnership.

IG returned to the meeting and PL explained the outcome of the discussion.

Action 39 – Review contract after six months to make a decision if we will continue, once we have seen the cost for utility bills for the year.

9. BENCHES

PL explained that we have tried to give away benches, but we have not spent any money on these. So PL suggests that we can either contact Eastchurch, Leysdown and Warden

Parish Councils and advise that we have money for benches and if they provide receipts, we will give them the money to install themselves or we can go round and identify the broken benches, get costings and fix them ourselves with Parish Councils approval or we don't offer benches. PW stated that she has been trying to get benches put in Leysdown Coastal Park. SW confirmed that the benches can be in any form that the areas wanted as long as it's within the budget. SL confirmed that he painted one of the benches outside Eastchurch Primary School, St Clement site, which took about 1 hour and 30 minutes per bench, so asked if they want him to paint the remainder of the benches, PL advised that we gave the parish councils the benches so it should be down to them to refurbish them. PL proposes that we write to the three parish councils and say that we have money for benches, they install them in their parish and we will pay, subject to the money being properly spent and it has our logo on them, and once we have the receipt we will pay the contractor directly. MB proposed that we put a time limit on this, which PL agreed they have until 19th March 2017 to provide receipts.

Proposed by PL, seconded by LM, vote carried by partnership

Action 40 – SL to send letter to Eastchurch, Leysdown and Warden Parish Councils advising that we have funds available for benches and they have until 19th March 2017 to send us receipts, so we can pay contractor directly.

10. LEYSDOWN LIFEGUARD

SL said that he mentioned at the last meeting that there is a group in Leysdown trying to raise funds for the RNLI to obtain a jet ski, as a few weeks back a fisherman died just off Leysdown beach. SL proposes that he will speak to Chris Prime in Leysdown to get more information on the project and to have this tabled for the December meeting to come back with a proposal for the partnership.

11. ANNUAL GENERAL MEETING (AGM)

This will be on Monday 14th November at the Paradise Club in Leysdown from 7.00pm. Nominations for officer positions of Chair, Vice-Chair, Secretary, Treasurer and Membership Officer will be taken. Partnership members must let SL know what position they are interested in by 1st November.

12. ANY OTHER BUSINESS

GH informed everyone that the Warden and Leysdown WI have invited all partnership members with their partners to a belated Queen's 90th Birthday party on 20th October, 7.00pm at the Bay View Pub.

Meeting closed at 8.50pm

Next Meeting on Monday 12th December, venue TBC