



**Big Local Eastern Sheppey Partnership Meeting
Minutes**

Monday 12.10.2015

7.00 pm at 5th Sheppey Scout Hut, Dicksons Walk, Dicksons Field

Present: Paul Leacock (Chair), Andy Booth (Vice Chair), Daniel Perriam (Minute Taker), Ivor Gough, Sean Leacock (Big Local Project Co-ordinator), Jim Boot (Big Local Rep), Lee-Anne Moore, Lynd Taylor, Mark Brown, Wendy Ralph

LTO (Swale CVS): Sarah Williams and Jo Burt

Big Local Co-ordinator: Sean Leacock

Big Local Rep: Jim Boot

Members of the public present: Pauline Wenham, George Heath, Heather Thomas Pugh, Tony Read, Joanne Jewiss (PCSO 46058920)

Apologies: Sharon McNaboe, Paul Murray

Agenda Item		Action
1.	<u>Welcome, introductions and apologies</u>	As noted above
2.	<u>Conflict(s) of interest</u>	To be brought up throughout the meeting
3.	<u>Notes of last meeting and any matters arising</u>	All members of the partnership were happy with the minutes Proposed by:- Pauline Wenham Seconded by:- Lynd Taylor

<p>4.</p>	<p><u>Briefing from Sheppey Matters on Coastal Communities Fund (Heather Thomas Pugh)</u></p> <p>Coastal areas are in decline – Sheppey Matters has put forward a project to help the whole of Sheppey. Heather put the Coastal Team together with help from MP Gordon Henderson, collecting information from all communities in Sheppey – Matt Ramsden from the Sheerness Times Guardian is also helping this project. The project needs the following:</p> <ol style="list-style-type: none"> 1. Help from local businesses 2. Multiple choice question surveys 3. Question on town centre 4. Help those out of work 5. Questions on tourism 6. Health and wellbeing 7. Leisure centre 8. Art and culture 9. Transport 10. Community health centre <p>This project will set up Community Hubs, between 26 Oct - 15 Nov – Lynd Taylor - Concerned regarding investment to the project – Lee-anne, questioned about how the project will help with the erosion of the cliffs. The projects name is going to be known as (Sheppey Proud) – this project is looking to recruit people from Eastern Sheppey.</p> <p>Partnership discussed pros and cons and decided at this time not to participate and to concentrate on the year 2 plan.</p>	<p>Sarah Williams to email Heather Thomas Pugh about partnership decision.</p>
<p>5.</p>	<p><u>Interim Project Management Support Update</u></p> <p>Andy Booth outlined the recruitment process and informed the partnership that Sean Leacock had been appointed as the Project Co-ordinator. Sean started working on the 12/10/2015 and is currently based in Swale Community and Voluntary Service Offices whilst the negotiations of the 5th Sheppey Scout Hut in Dickson’s field are still being discussed.</p> <p>Sean Leacock delivered the findings from the panel on the Community chest round 4 to the partnership to be ratified.</p> <p>-Harty church asked asking for two circular benches.</p>	<p>Andy Booth</p> <p>Two lots of funding agreed</p>

	-5 th Sheppey Scouts asked for equipment.	Agreed
	-Leysdown over 60's club asking for equipment. (new oven)	Agreed
	-Leysdown Village hall asked for a contribution towards renovating the toilets.	Agreed
	-Friends of Eastchurch school asked for playground improvements.	Agreed
	-5 th Sheppey scouts group, Master at the Arms day.	Agreed
	-Bowls teams asked for a contribution towards their uniforms.	Agreed
	-Dart team looking for a contribution towards their uniforms.	Agreed
	-The Standford Hill HMPS are looking for a contribution to allow them to continue their recycling programme.	Agreed
	-All Saints Church asked for a contribution towards fixing the hand-dryer in the toilets.	Agreed
6.	<u>LTO Update (to include submission of end of year 1 spend and year 2 budget)</u> Sarah Williams attended the Warden Parish Council meeting. There is still no clear indication of benches and street games. The bench in Dickson's field has been vandalised. End of year 1 spend submitted, now working on year 2 proposal based on annual review and budget.	 Sarah Williams to continue to discuss locations with Warden Parish Council. Sean Leacock to make arrangements to remove vandalised bench.
7.	<u>Recruitment of Worker update</u> Andy Booth, Mark Brown and Lynd Taylor interviewed 6 people for the post of project Co-ordinator, and Sean Leacock has been given the position.	

8.	<p><u>Funding sub group/working party to look at sustainability</u></p> <p>There is now a requirement to look at the sustainability of the project. SW suggested setting up a group to look at this</p> <p>Lynd, Lee-Anne and Paul agreed to be part of this group</p>	Sarah Williams to arrange first meeting.
9.	<p><u>Becoming an independent Organisation – Charitable Incorporated organisation (CIO)</u></p> <p>The partnership have discussed previously about becoming their own LTO. This could be in the form of a CIO. Sarah Williams explained the process and that Local Trust would want to make sure the partnership understand their roles and responsibility.</p> <p>Independent organisation –CIO – Big Local Partnership to become an organisation? 3 trustees needed (medium – long term) project.</p>	Sarah Williams to organise trustee workshop.
11.	<p><u>Revisit partnership Terms of Reference</u></p> <p>A proposal was brought forward by the partnership to change the terms of reference. This would decrease the partnership members from 11 to 9, with three residents from each area (one from each of Eastchurch, Warden and Leysdown) all agreed and each available position on the partnership has been filled.</p>	Proposed by Paul Leacock 2 nd Lee-Anne Moore
10.	<p><u>The process of electing new officers</u></p> <p>The Chair (Paul Leacock) offered to step down and would welcome any volunteers to take up the position, however, there were no response and Andy Booth nominated Paul Leacock as Chair. A proposal was then made and agreed by all that the Vice-Chair would be responsible for the management of the Big Local Worker.</p> <p>The LTO advised that Paul Leacock should step down as Chair; however, the partnership opposed this view and decided to keep Paul Leacock in the position.</p>	<p>Andy Booth proposed Paul Leacock for chair. 2nd Lynd Taylor</p> <p>Paul Leacock proposed Andy Booth for vice chair 2nd Lee-Anne Moore</p>

	<ol style="list-style-type: none"> 1. Chair of the Big Local Partnership:- Paul Leacock 2. Vice Chair of the Big Local Partnership:- Andy Booth 3. Secretary to the Big Local Partnership:- Daniel Perriam 4. Treasurer to the Big Local Partnership:- Pauline Wenham 	
12.	<p><u>Any Other Business</u></p> <p>Lee-Anne Moore and Lynd Taylor both suggested that a music academy group was searching for support.</p> <p>Mark Brown, Sarah Williams and Sean Leacock met with Peter McDonald to discuss funding for maps with regards to coastal erosion. Peter has visited many groups.</p>	<p>No action at present. Further investigation into the possibility for a music academy. Sarah Williams reminded the group of the commissioning protocol and due process for selecting projects.</p>

The next meeting will be held on Monday 9th November TBC.