

**Big Local Eastern Sheppey  
Preliminary Working Group Session  
Friday 4<sup>th</sup> January 2013  
6.00 - 8.00 at Warden Village Hall, Warden.**

**Purpose:**

The purpose of the meeting is to review ground rules, membership of PWG, confirm CVS as T.O, feedback from the Lantern Parade on 19.12.12 and Cambridge visit details,

**Present:**

Paul Leacock

Emma Daniels + Daniel Perriam [6.35]

George Heath

Paul Murray [IoS Academy]

Pat Sandle

Lesley Murray

Nigel Martin

Sarah Williams [Swale CVS]

Lyn Newton [SBC]

Andy Booth [arrived 6.25]

**Apologies:**

Sandra Bray

Mike Brown

Kim Donaghue [Big Local Rep]

June Heath

Paul reviewed the agenda and reminded all present about the agreements from the last meeting:

- Swale CVS is the named local trusted organisation [LTO] and will report to the preliminary working group.
- Swale CVS will work in partnership
- Local co-ordinator employed for three days a week

G.H congratulated all the people involved in circulating information at the Lantern parade [ particularly June and Julia ].

P.S suggested we make a bigger effort to get the information out there. Quick wins. Discussed the cycle track between Eastchurch, Warden and Leysdown. Looking at farmland - top of Rowetts Way and coming out approx. at Harty Ferry junction. G.H suggested that this is put forward for further discussion at the next meeting.

S.W reminded P.S that as yet we have no money for projects - all ideas need to be gathered so the PWG can build a profile of suggestions.

L.N reminded all that before any money is released by the Lottery the group will need to submit a robust action plan - this will need evidence of resident involvement, Partnership working etc..

P. M and A.B - queried whether we are topping up SBC with using the lottery money for a project already on course with the council? P.S felt project may need match funding.

Working Group agreed that the plan is the priority and they will need to work together with Julia to complete it.

### **Membership of the PWG**

P.L queried whether there are enough people present to make these decisions? Have we all seen the role descriptions? [ A copy was circulated at the meeting].

L.N expanded on the roles - more than just Chairperson - working with the community development team. Keep team on track and monitor their work programme.

A.B had nominated self for Vice chair and L.M self nominated for Secretary Finance is mainly through CVS but needs to have a named person on the PWG. P.S nominated herself for Finance. Role of Chairperson - G.H was asked but declined - P.L was asked to be Chairman and agreed to trial the role for 3 months. G.H proposed A.B for Vice - chair, P.L for Chairman and P.S for Finance. Seconded by L.M. A.B proposed L.M for secretary, seconded by P.L.

S.W stated that all PWG need to sign up to attending the meetings - when we see other people we need to be specific about what we want from them. How many do we need to form groups etc?

A.B asked P.L to firm up meeting times : all agreed second Monday of each month - Monday 11<sup>th</sup> February 7pm to 9pm. Venues will alternate between the three villages - Kim has some money left in case this has to be paid for.

**ACTION: P.L will contact parish councils to find out if we have to pay.**

### **Events update:**

**18.01.13 - Ransey group** arriving midday-Shurland [ has it been booked?] 2.30 welcoming group [ L.N]- 5pm Friday afternoon informal meeting to ask questions talk to our group about what they did and how they tackled the problems etc..

meal P.S, L.M, P.M, P.L, J.B, G.H and J.H, D.P and E.D.

L.N will act as tour guide on Saturday morning- will cover all three areas Harty Church, Shellness, etc..

**Lantern parade 19.12.12:** 60 cards returned with responses to the question these will be typed up and circulated at the next meeting.

L.N- Positive event- Julie face known - lots of residents happy to come out and also here about Big Local - school, could not participate due to weather which was a disappointment - "considering weather we were lucky as many people turned up as they did. "

### **CVS Workplan:**

P.S objected to having to print out copies of documents - cost etc Alternative suggestions were made. L.M will provide a couple of hard copies at meetings for members without the internet.

S.W was concerned that the work plan had not been circulated.

Work plan was developed from the documents put together by this group

A.B suggested the work plan be open to discussion on 11.02.13.

P.S said when these ideas were put together we did not all agree on every item -

A.B responded that this will all be agreed or not at the meeting on 11.02.13.

S.W - will email everyone with the action plan. S.W suggested members email her with any comments and any points of view. P.S requested that comments should be made at the meeting so discussion can be held and points of view considered.

G.H- cards noted that people heard about the project on the radio.

### **Big Local Updates:**

Big Local newsletter still not received - L.N thought data protection may prevent K.D from submitting our email ads. Individuals need to sign up for themselves.

S.W will email link around.

### **Portal testing :**

Deferred to next meeting.

### **A.O.B**

1. G.H congratulated everyone for getting started.
2. S.W - 8<sup>th</sup> March Localism conference - Alexander Centre - Mike Cosgrove has requested some residents to come along and talk about the Big Local in our area. All day event - probably a short time to present / discuss our experience.
  - What have we done?
  - What were the issues?

- Where do we hope to be in 5 years time?

The event is very informal.

3. A.B - advertising through BRFM - A.B has managed to secure some radio advertising at a very good rate - facts and figures at the next meeting - a project for someone [ Daniel??!] would be a good 12 month agreement.
4. A.B - declaration of interest document - declare what interests are so everything is transparent.  
L.N will talk to Mark Radford for declaration of interest form.
5. S.W - PWG - didn't feel appropriate to sign up to PWG.[ members of associations attend meetings but no voting rights] Lyn has signed the code of conduct. N.M suggested an associate membership?

Meeting closed at 7.45pm

**NEXT MEETING: Leysdown Village Hall 11.02.13 7pm**

For your diaries meetings for the this year:

11.03.13; 08.04.13; 13.05.13; 10.06.13; 08.07.13; 12.08.13; 09.09.13; 14.10.13  
11.11.13; 09.12.13

Copy to P.L and A.B for detail check 07.01.2013