

Big Local Eastern Sheppey Partnership Meeting Minutes
Monday 9th April 2018
7.00pm at 5th Sheppey Scout Hut, Dicksons Walk, Eastchurch

Present:

Partnership Members

Lynd Taylor (Chair & Warden) (LT), Daniel Perriam (Vice Chair & Eastchurch) (DP), Pauline Wenham (Treasurer and Leysdown) (PW), Ivor Gough (Eastchurch) (IG), Lee-Anne Moore (Warden) (LM), Sharon McNaboe (Warden) (SM) and Malcolm Pamplin (Leysdown) (MP)

Residents

George Heath (Bay View) (GH), Pat Brown (Art Group & Bay View) (PB), Mark Brown (Bay View) (MB) & Christine Taylor (Warden) (CT)

Other Members

Sandy Hammock (Administrator & Community Chest Officer) (SH), Sean Leacock (Project Coordinator) (SL), Jim Boot (Big Local Rep) (JB), Jo Burt (JoB) (Local Trusted Organisation-Swale CVS), Paul Murray (Oasis Academy) (PM), Sarah Williams (SW) & Steven Maybourne (SMay).

1. Welcome, Apologies and Introductions

LT welcomed everyone to the meeting. Introductions were made by all members. LT also wanted to point out that he is the Conservative nominee for the coming bi-election in the area on 3rd May and has spoken with JB and there is no conflict of interest. Apologies were received from Paul Leacock (PL)

2. Declarations of Interest and Loyalties

These will be stated when relevant.

3. Minutes - Accuracy

Minutes were agreed to be an accurate record of the March 2018 meeting, **LM proposed and IG seconded, vote carried, all agreed.** These can be viewed at <http://biglocaleasternsheppey.com/meetings>

DP joins the meeting at 7.06pm

4. Matters Arising

No.	Action	Update
26	Defibrillators	MP said that Swale Borough Council have advised that one can go on the wall of the toilet down on Leysdown Promenade, free of charge as long as installed properly or on the toilets by The Spinney and one on the Bay View as cameras are there. LM asked what about the phone boxes, MP advised that would be better in Bayview on The Bay View due to cameras, but phone box in Leysdown has no doors on and been vandalised, so not viable. SL advised that we are still waiting for a bid form from Kent Fire & Rescue Service for the free ones. LM proposed that we purchase one for each parish area (3 in total) with cabinets, DP seconded, vote carried, all agreed. SL, LM & MP to look into purchasing these.

30	Jackets	SL showed everyone the jackets that had been ordered. We have 6 of varying sizes. LT advised that Kim Donahue has one for use while doing the consultation work. Action completed.
33	Complaint	LT advised that this has now been dealt with and issues resolved. JB advised that a couple of issues have been clarified regarding complaints received and to follow Local Trust guidelines and these will be brought to the May meeting to agree procedures. LT also advised that we may need to make changes to our memorandum of understanding and will call an Extraordinary General Meeting (EGM) if required. Action completed. Agenda Item for next meeting under new action (Complaints Procedure).
35	Local Event Sub Group	LT advised that the group has been unable to meet up as yet, so will discuss after the meeting and report back in May.
36	Training	SH advised that it has been advertised to gain interest, but no one has registered interest in the Basic IT Course and said that there is already a free computer class in Eastchurch, run by POA Learning on Wednesdays 10am-12pm, so do we want to replicate something that is already offered in the area? IG advised that as it is on during the day, many people are unable to attend and would like to see ours organised for the evening or weekend. JoB advised that we would need at least 6 people to run the course. Continue advertising to gain interest.
38	Vinyl Stickers with Logo	SH has been in touch with JB to find out where to get these from and JB suggested contacting Lisa at Hastings Big Local as they have just recently had to do this. LM suggested contacting H&L Graphics. SH to contact them.
40	Letter to 5 th Sheppey Scouts	SH advised letter has been sent and received by IG. Action completed.
41	Line Dancing at Harty Flower Festival	SL advised that he had spoken with John Scorer and John wants to wait until he has a core of people that regularly attend before he will consider.

5. Membership Officer

No new members that can currently join the partnership.

6. Additional Funding Protocol Presentation

PB handed out a training proposal for partnership members to look at. PB explained that they have been approached by some new members to their current group (Tutored Art Group) on starting a new one as many that currently attend are very advanced with their art. Proposal is a 10 week art training course for 10 people, covering all aspects of art for local people with artist Simon Savage. It will be run separately to their current art group and no children can attend the training course and the venue will be 5th Sheppey Scout Hut. All materials will be supplied for the course including travel costs for the artist. Amount of proposal is £2,540. PB will be giving her time in-kind (free) and this course can form part of our training course and will be run by Big Local Eastern Sheppey with PB working with us on this project to help champion it. SW will collate monitoring information during the course and evaluation will be completed at the end of the 10 week period, SW will be completing this in-kind (free) too. LT & JB pointed out to PB that at present we may not have any funding available due to the consultation for our new 3 year plan and that we may need to discuss this further with Local Trust. LM asked why is it only for 10 people, PB explained it's to give proper tuition to those that attend for the four hours each week, LM also asked that it would involve those that currently attend their art group, PB stated that those that already attend are well advanced but have a couple of people that have only just started that may benefit, but the decision would be down to BLES. LT asked how much would each person attending be contributing to the course, SW advised that possibly the initial first 10 weeks would be free as a pilot, but no decision has been made on this. SM said that this would be very good for people with mental health issues.

SL asked that in their proposal it states would attract visitors, how you see this happening through this group, SW advised that what they produce can go into public exhibitions and then may be sold at the local Artisan Market and we may be able to get the market to Eastern Sheppey. LT advised that a decision on this proposal will be sent in writing to PB by the end of the week.

PB, MB, SW & SMay were thanked for their presentation and left the meeting.

IG & GH due to conflicts of interest left the meeting while this item is being discussed.

SL explained how the proposal came to him and that they want to use our Training Budget to fund this proposal. LT asked JoB how we stand financially and if we can fund this project, JoB advised that we do still currently have a Training Budget and that no funds have been spent, but the decision is down to the partnership. Partnership discussed the budget in detail. **SM proposes** that we fund the 10 week programme but only for those that have never done the art course before, it will be run by BLES with SL taking the lead, with PB helping and championing the course and we will evaluate (not SW), **MP seconded, vote carried, 4 in favour and 2 abstained.** SL to arrange a letter to be sent to PB to advise of the partnerships decision.

IG & GH were invited back into the meeting

7. Public Consultation/New Plan

SL advised that he has been keeping in contact with Kim Donahue (KD) and they are currently setting up different focus groups in the area. 8 focus groups have been planned with the first one in Leysdown on 17th April and currently 8 people have signed up for this focus group. Then Saturday 28th April in Eastchurch, Tuesday 8th May 6-8pm at Warden Village Hall, Wednesday 16th May Business owners at 2pm at Warden Village Hall then 6.30pm at the Activity Club, Thursday 17th May at Leysdown Village Hall 10am-12pm at Over 60's Club for elderly generation, Thursday 17th May, 2-4pm at Warden Village Hall for local Parish Councillors and Tuesday 22nd May at Oasis Academy East site with pupils from Eastern Sheppey. LT said that he had done outreach with KD and the general feedback is that people are happy and supportive of what we are doing. KD & JB are doing outreach at Eastchurch Primary School, All Saints site only on 17th April. On Wednesday 16th May 12-2pm, KD will be at the Bingo Club in Rose & Crown Pub in Leysdown. Friday 27th April, KD will be at Beaches Children Centre. We currently have 65 surveys back.

8. Project Updates

- a) Beaches Children Centre – SL has informed them that they need to advertise that we are funding this project and they will ensure this is actioned. They are not starting this project until the summer.
- b) Beach Clean Up – This went very well and people wore the Hi-Viz jackets we donated to the group, this was in the local paper and they also put details on their Facebook group.
- c) Dog Walking Park CIO – Another question has been answered from Charity Commission, waiting for further response.
- d) Rural Kent Coffee Project – Pop up Café will be attending initially in Eastchurch by the Scout Hut on 20th April, 18th May, 15th June & 30th July, 10.30am – 12.30pm. If successful, then it will move around the area.
- e) Easter Playscheme – This is now being delivered and started today.

9. Local Trusted Organisation (LTO) Update including finance

JoB handed out a copy of the budget to date. In the last meeting PL asked for some of the budget to be moved around and this has been actioned. JoB also pointed out that as this budget needs to cover costs until the end of September, some budget areas will not have enough funding available, so will need to move funding to cover these costs. JB said he will meet with LT, SL, PW & JoB to discuss this further and look at what areas of the budget can be moved around to ensure funding available until the end of September.

10. Working with the Elderly Community (SM Advised)

- a) Another Quiz Night planned for 11th April at Warden Bay Village Hall from 7pm, cost is £2.00 per person. SL advised that he has 7 teams booked in so far.
- b) Line Dancing is still running on Thursday evenings, we did try a Wednesday afternoon and only 5 people attended. We will look to trial a Friday evening at Paradise Club in Leysdown.
- c) Trip to Dobbie's in Gillingham, we had 10 people attend and looking at doing another on Wednesday 25th April to Swanley Market.
- d) Community Walks – Geoff Rambler has given us full details of the walks he has looked at in the area, some of the walks are quite long. So we are going to suggest a couple of short walks over flat ground. He is doing a walk on Sunday 15th April starting in Leysdown.
- e) Free Shopping Trips – JoB handed out a report from Swale CVS with a breakdown of how many people have attended each week and how it has been advertised. This project is on a three month trial.
- f) Befriender Service – SL has arranged with the Befriender Coordinator, Louise Parpworth from Swale CVS three dates for drop in sessions at each village hall to try and gain volunteers and inform people about this service.

11. Community Land Trust Sub Group

LT advised that the sub group had a meeting with Lorraine Hart (LH) and LH had emailed out all information to partnership members, she has handed this project back to us and LT would like it to be discussed in detail at the next meeting.

Action 44 – Agenda Item at next meeting

12. Duke of Edinburgh Award Programme

LT advised that only SL & PL are trained for this project. SL said that there is still the possibility of working with the Explorer Scouts. LT has asked the partnership if anyone would want to volunteer. LM asked what would be involved and SH explained what being a leader would involve. LM asked if SH can email more information to her regarding being a leader. SL also asked if SH can set him up as the leader for DP, so he can receive alerts and approve sections on EdofE, SH will action.

13. Activity Club

LT pointed out that as SL is now working 5 days per week for us, it is ensuring that his hours are used wisely and are cost effective. As SH runs the club, we will need to find someone to take over SL position at the club and they would only be helping SH. Will need to either find a volunteer or pay for a sessional worker, they will need to be a male worker for 3 hours per week, term time only. LT asked if SL can speak to Keye Oliver who has previously helped at the club and also look at advertising the position at same cost as Playscheme staff and subject to DBS checks and to try and get someone in place before the next meeting. **LM proposed, MP seconded, vote carried - 6 agreed, 1 abstained.**

14. Any Other Business (AOB)

- a) SL asked JB that with the consultation and our new plan not starting until possibly September, would Local Trust allow us to draw down funds for Summer Playscheme even though it is not budgeted for in this current year, can we submit a budget to Local Trust, like we have done before and once approved we can start planning the Summer Playscheme or do we have to wait until September when the new plan has been agreed. JB advised that he would need to meet with SL, JoB and LT to discuss the budget over the next 3-4 months as a decision cannot be made tonight.
- b) PM advised that on 1st May is their Dementia Café at the Minster site of Oasis Academy from 2pm and asked if this can be advertised in Community News. SH will send details to Minster correspondent.

Action 46 – SH to send details of Dementia Café to Minster correspondent to advertise.

- c) SL pointed out to LT that it had previously been discussed the Vice Chair would run this section of the meeting. LT advised that's as the meeting is running late he will continue tonight, but from the next meeting DP will run AOB.
- d) GH asked if we can collate a list where all the clubs are in the area and then advertise this. LT asked for a proposal at the next meeting and will be put on the agenda.

Action 47 – Agenda item for next meeting

- e) SL has been working on the newsletter and has received questions from partnership members for the Q&A section of the newsletter. Should hopefully send this out to partnership members by the end of the week and then this will be distributed within Eastern Sheppey.

Action 48 – Send Newsletter out to Partnership.

- f) MP asked if we have the stickers available for the benches, as people do not realise that we purchased them, LM pointed out was discussed earlier in the meeting and SH is looking into this.
- g) SH said that she is aware that not everyone has access to Social Media, but wanted to thank PW & MP for actively sharing and liking posts from our Facebook page and if any other partnership members has access could they do the same if possible to help push and promote BLES.
- h) JB explained that on 29th-30th June is the Big Local Weekender event in London, the Saturday does clash with the Harty Flower Festival and JB will send over details shortly.

Action 49 – JB to email details of the Big Local Weekender event to partnership

- i) PW said she is willing to have a noticeboard outside her bungalow to advertise our Big Local events. **LT proposed** that we get the noticeboard and we cover the cost up to £500, **LM seconded, vote carried – all agreed.**

Action 50 – SL to look into obtaining a noticeboard to be placed outside PW's Bungalow.

Meeting closed at 9.19pm.

Next Meeting is Monday 14th May 2018.