



Steering Group Meeting 22/11/14

Present:	Peter Crawley (Chair), James Shaw (Vice-Chair), Beverley Lamb, Jayne Nendick, Donna Lyon, Fred Blackbourne, David Burnby and Nick Middleton (Minute taker) Observer: Torkel Larsen	Actions
1.	<p>Welcome and Apologies Apologies received from: Felicity Walmsley, Jane Crossley, Janet Murray and Richard Williman.</p> <p>PC welcomed Torkel to the meeting as an observer and asked everybody to introduce themselves.</p> <p>After introductions, PC confirmed receipt of Fred's resignation due to him moving outside the area. Everybody thanked Fred for his dedicated commitment helping the community. Fred wished everybody all the best and would like to be kept informed.</p>	All to note
2.	<p>Minutes of the Last Meeting (16/10/14) Minutes accepted.</p>	All to note
3.	<p>Matters Arising.</p> <p>All agreed matters arising to be covered within agenda items.</p>	All to note
4.	<p>LTO</p> <p>a. Policy Document circulated at last Steering Group meeting; NM advised he received no comments and asked attending members if they were happy to adopt?</p> <p>Attending members approved the policy pack and understood they could add / amend as circumstances change and lessons learnt. NM to circulate PDF document to all members and JS to publish onto website.</p>	All to note

	<p>BL queried how they could ensure SG members understand the policy? NM advised the recruitment policy will ensure future members are inducted and supported with any questions; plus there will be an email trail that gives SG members the opportunity to raise queries.</p> <p>JN requested a copy without signatures to be published on website.</p> <p>b. Vision Statement NM explained the wording has changed slightly to take into consideration findings of a recent People & Environment Subgroup meeting. Outcomes now reflects on making use of community existing space; And now on one page with visuals.</p> <p>BL requested the visuals should represent the local area; all agreed, NM to research local images and incorporate them into the Vision Statement.</p> <p>No further comments raised. NM reiterated the wording will keep changing as the subgroups continue to discuss outcomes that reflect the priorities stated within the vision.</p> <p>c. Community Plan NM explained the community plan should start to take shape as actions are being explored by subgroups; however both subgroups are reflecting on the need to support young people and therefore should start approaching the school to ensure links and joint working opportunities are made.</p> <p>PC explained subgroups may approach the school; BL would like to ensure there is a clear ask before doing so. BL to host another Economic & Development Subgroup meeting to firm up ideas before approaching.</p> <p>JN advised SG of an enterprise programme developed in Sheffield; explained how small investments are made to support young people’s ideas, profits go back into the pot or a local cause.</p> <p>The SG members understood they could commission pilots to test ideas and DB reminded everyone how there are many actions to achieve the vision but planned actions can always be moved if no longer feasible.</p>	<p>NM to action</p> <p>BL to action</p> <p>All to note</p>
--	-------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	---------------------------------------------------------------------------------

<p>5.</p>	<p>Finance</p> <p>NM presented a summary of Getting Started funding; this included agreed budgets, spend to date and designated £1k budgets for subgroups. NM reminded members changes to budget headings require Local Trust approval.</p> <p>It was reiterated this funding was not part of the £1m allocation; this is held by Local Trust and unspent/non-delegated funding is being invested on behalf of Withernsea.</p> <p>Actual value of interest not confirmed by Local Trust. DB explained the difficulties of long term investment when Big Local areas are still forecasting spend within their community plans.</p> <p>NM advised SG members if they receive any queries of this nature to refer them onto www.biglocalcommunity.org.uk as this is the dashboard that confirms finances for every Big Local area. JS to add link to website.</p> <p>FB commented how website information not always understood and should consider other media to convey messages.</p>	<p>All to note</p> <p>All to note</p>
<p>6.</p>	<p>Subgroup Updates</p> <p>a) Media & Communications (JS)</p> <p>JS updated members on website traffic and messages received. Reported how a local group has suggested funding for capacity building.</p> <p>Other ideas received included harbour, splash pool, Wi-Fi hot spot – JS also reflected on TL suggestions which was previously circulated to the SG members.</p> <p>With regards to funding requests; JS advised he responds with a request to put forward a nomination, which will be considered for future grant mechanism.</p> <p>JS reminded members to share positive stories that could be used for the website.</p> <p>b) Economic Development (BL)</p> <p>BL updated all members on a recent East Riding Council (Andrea Turton) facilitated meeting with local businesses and town councillors.</p>	<p>All to note</p>

<p>It was a positive experience but aware of potential drift from Big local ethos; need to ensure resident led. But discussed actions would complement the vision.</p> <p>BL proposed how these meetings could become linked with the Economic Development Subgroup; but would need to ensure proposals are resident led and connected to the vision.</p> <p>JS reflected on how Big Local could help pull together these groups and provide a benefit to the community.</p> <p>All agreed for BL to host a meeting with Andrea, NM, PC, DL (JN to confirm); meeting will discuss Big Local links and how to avoid duplication and complement each other's activities.</p> <p>Meeting agreed for 4th December 3pm at SHORES.</p> <p>JN reflected on Leader Plus Funding (ERDF); ERC is the local contact and the funding is focused on Job Creation. JN to provide further information.</p> <p>SG members discussed how proposed actions should be taken forward? DB shared his thoughts on "Ends and Means"; the end being the vision and the means beings the actions/resources to achieve the end goal. The public should have a say on proposed ideas, but also should be part of it e.g. championing the idea and taking ownership.</p> <p>BL suggested the website should encourage champions to come forward.</p> <p>JN suggested how capital projects could go through a public tendering process; which includes an encouragement to demonstrate social value e.g. employ apprenticeships, use local suppliers, environment policy etc...</p> <p>c) People & Environment (FW) On behalf of FW; JS and NM provided update.</p> <p>JS explained structure of the group and how they represented the community.</p> <p>NM shared his thoughts on themes that were appearing during P&E subgroup discussions:</p>	<p>All to note</p> <p>JN to action</p>
--------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------------	------------------------------------------------------

	<ul style="list-style-type: none"> - Attendees were not requesting funding and they did not propose any actions. - However strong theme to encourage community ownership, use and look after existing community assets e.g. Green spaces and play parks - Potential difficulties with building lease arrangements and the need to source alternative income to cover new costs. - Awareness raising of existing community assets was also discussed <p>FB suggested exploring a flagship project that will get the community involved e.g. Play park maintenance, community building regeneration programme.</p> <p>All agreed for NM to approach Scouts and Play Park; meeting will be an explorative and not a commitment of financial support.</p>	NM to action
7.	<p>Events</p> <p>PC gave feedback for events</p> <ul style="list-style-type: none"> - SHORES and Valley Gardens received 113 responses; comments received reflected current themed priorities and vision. <p>PC would like a draft vision published in New Year; demonstrating how SG has moved forward and resident's ideas have been incorporated.</p> <p>All agreed to also list responses received on website and encourage people to come forward to champion ideas.</p> <p>York Digital Inclusion event on 26th November; NM explained expenses can be claimed back from the organiser.</p> <p>Presentation event to award local groups their cheques; planned for 25th November at 6pm. Photographer from Gazette will be attending; NM to arrange oversize cheque.</p>	<p>All to note</p> <p>All to note</p> <p>All to note</p>
8.	<p>Local Networking</p> <p>Winterton event on 22nd November; arrangements discussed – JS and BL confirmed their attendance.</p>	All to note
9.	Any Other Business	

	No further business was discussed	All to note
10.	Next Meeting 18 th December 2014 at 7pm.	All to note