



## Steering Group Meeting 18<sup>th</sup> August 2016

**Present:**

**Residents:**

Peter Crawley (Chair), James Shaw (Vice-Chair), Torkel Larsen, Ute Pietsch, Donna Lyon, Andrew Fielding, Rodger Read, Felicity Walmsley,

**Partners:**

David Burnby, (Big Local Rep), Jayne Nendick (SHoRes.) Geraldine McDonald (DWP) , and Tricia Read (Big Local Worker/Minute Taker)

	Agenda Item	Action
1.	<p><b>Welcome and Apologies</b></p> <p>Apologies received from: Richard Willman, Janet Murray, Jane Crossley, Terry Dagnall.</p> <p>The Chair welcomed Patrick Wilkinson and Karl Senior, members of the Withernsea Pier and Promenade Association to the meeting.</p>	<p><b>All to note</b></p>
2	<p><b>Presentation by the Withernsea Pier and Promenade Association</b></p> <p>TL outlined developments since the first meeting, held on 22 March 2016 to explore the idea of rebuilding the Withernsea Pier and progress made in developing a Withernsea Pier and Promenade Association to take work forward. The presentation covered the history of the pier, examples pier projects in other areas and designs for a new look pier to be constructed over the long term in stages, starting with a viewing platform and over time extending to a 560ft platform housing a renewable energy centre.</p> <p>Outline building costs have been developed based on the experience of other areas.</p> <p>Stage 1 £100,000</p> <p>Stage 2 £2,500,000</p> <p>Stage 3 £,3000,000</p> <p>In addition, feasibility study costs, planning and survey fees would make the overall cost significantly higher.</p> <p>TL told Steering Group members that this was a long term plan and the Association were taking “baby steps” to research all aspects of the work to</p>	

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	<p>establish themselves, gain support, learn from the experience of other areas and develop a funding strategy, initially for constructing the viewing platform. The Association stated their hopes that Withernsea Big local would support the funding of a Feasibility Study for Stage 1 of the work.</p> <p>Following discussion, it was agreed that as a first step TL and TR would meet to work through Local Trust guidance on Planning a Major Project.</p> <p>Members of the Steering Group thanked TL for the inspiring presentation.</p> <p>Information about the pier, history, plans and the Association can be found at <a href="http://withernsea1.co.uk/Pier.html">http://withernsea1.co.uk/Pier.html</a></p>	<b>All to note</b>
<b>3</b>	<p><b>Update presentation on the Fountains Project</b></p> <p>PC reported that Fountains Sub Group members had met with representatives from ERYC, including Paul Bird, Principal Architect and Pete Skinner, Quantity Surveyor.</p> <p>PC tabled illustration of the original fountains proposal was circulated to Steering Group members showing the raised seating, position of the retained beacon and the site of the pumping station. The revised plan was also circulated. It was noted that both these plans are artist's impressions showing the idea for the design and placement but not detailed plans for implementation. The outline costs quoted at the start of work to develop the project were only general estimate.</p> <p>To progress the work ERYC's recommended procurement route is a negotiated tender from the YORcivil Framework. This procurement route allows the contractor to engage with specialist fountain suppliers at an early stage and make use of their design expertise and construction knowledge. This will allow for improved cost estimation. The design team can then make decisions about the design of the project and produce a revised plan.</p> <p>It was noted that the project was facing an estimated funding shortfall of £67,000, £12,000 has been secured from Tesco however Withernsea Big Local would potentially be approached for additional funding.</p> <p>Revised plans and costs are expected to be available for the October Steering Group meeting when a decision to continue funding this project or not can be made in full knowledge of the cost and what the project will deliver.</p> <p>JN reported that funding for this project is scheduled to be processed in February but can be rescheduled. RR raised "lessons learned", it was noted that the Fountains Sub Group had asked for Terms of Agreement to be put in place between ERYC and Withernsea Big Local for any future work on this project. TR to liaise with JC.</p>	<b>All to note</b>
<b>2</b>	<p><b>Minutes of the Last Meeting held on 21<sup>st</sup> July 2016</b></p> <p>The Minutes of the previous meeting were accepted as a correct record.</p>	<b>All to note</b>

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3.	<p><b>Matters Arising.</b></p> <p>There were no matters arising.</p>	<b>All to note</b>
4.	<p><b>LTO and Finance Update</b></p> <p>JN reported that there are no major financial changes from last month and all expenditure is within the Plan.</p>	<b>All to note</b>
5	<p><b>Social Investment Fund</b></p> <p><b>1. Picture Boards Phase Two. Investing in Withernsea (IIW) 15</b></p> <p>JS, Chair of the IIW Panel, reported that the ERYC funding bid to Hull City of Culture 2017, to cover the cost of the 22 picture boards needed to complete this project has not been successful.</p> <p>Phase One of this project had been approved by the IIW Panel in June at a cost of £1,778. At that time Local Trust had agreed to widen the scope of the High Street Fund to “Our Town” and use the underspend to meet the full cost of the project.</p> <p>A new IIW Application has been completed by TR/TL for £6,420 to finish the project and cover the whole 70ft of the hoardings with picture boards.</p> <p>This is for 22 boards (25 in the original bid) and includes a contingency of £500 in the event that ERYC will not cover the cost of painting/repair to the hoardings before the picture boards are fitted. Phase Two will include a “Sponsors Board” (circulated and approved) recognising the contributions made by Withernsea Big Local, ERYC and Withernsea1.</p> <p>The Steering Group ratified the approval of £6,420 for Phase two of this project.</p> <p><b>2. WRCG. IIW 14</b></p> <p>DL reported that WRCG had been successful in their Tender for purchasing a larger capacity vehicle. £6,800 has been released, £6,000 for van, £600 for 30 tables and £200 for the Withernsea Big Local logo to be applied to the van.</p> <p>The remaining £7,200 will be held in trust for three years and released as required for repairs and running costs of the van.</p>	<b>All to note</b>
6	<p><b>Update on Ongoing Projects and Big Local Support Update</b></p> <p>TR has been working on the Tender process for the Piggy Lane Feasibility Study and Business Plan, Investing in Withernsea Grant Offer letters and has taken leave and flexi hours. TR will be working 20hours a week from September.</p>	<b>All to note</b>
7	<p><b>Media and Communications</b></p> <p>JS reported that “What’s on in Withernsea “subscription would not be renewed. Four new Big Local Withernsea flags and stands have been ordered to replace those held by the HEYCF liquidators.</p>	<b>All to note</b>

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9	<p><b>Any Other Business</b></p> <p><b>a) Play Park Master Plan.</b> The Teddy Bear's picnic had been a great success, attended by 500-600 people. People had looked at, talked about and liked and supported the Master Plan. Following discussion about some of the innovative and exciting play equipment that could be available Steering Group members were keen to know more. TR to invite Groundwork to a future meeting. The Princesses and Superheroes event will be held at the Play Park on Friday 2<sup>nd</sup> September.</p> <p><b>b) Induction for New Members.</b> PC/JS to arrange an induction meeting with new members UP and RR.</p> <p><b>c) Local Trust CEO Visit.</b> PC reported that Debbie Ladd's, outgoing CEO of Local Trust had visited Withernsea on 3 August to meet with representatives from Withernsea and Greatfield Big Local's to discuss lessons learned from the liquidation of HEYCF. It had been a useful meeting. Local Trust solicitors are working with the liquidators to secure the best outcome for Greatfield and Withernsea Big Locals. PC will keep the Steering Group apprised of progress.</p> <p><b>d) Annual General Meeting.</b> JS to arrange a second meeting with PC/JN/DL/FW/RR to progress work on this event. TR to support JS as required.</p>	<b>All to note</b>
12	<p><b>Date and Time of Next Meeting</b></p> <p><b>The next meeting will be held at 7.00pm on Thursday 15<sup>th</sup> September 2016 at the Shores Centre.</b></p>	

TR/12/08/2016  
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