



## Steering Group Meeting 15<sup>th</sup> September 2016

**Present:**

**Residents:**

Peter Crawley (Chair), James Shaw (Vice-Chair), Torkel Larsen, Rodger Read, Felicity Walmsley, Terry Dagnall

**Partners:**

Jayne Nendick (SHoRes.), Tricia Read (Big Local Worker/Minute Taker)

	<b>Agenda Item</b>	<b>Action</b>
1.	<p><b>Welcome and Apologies</b></p> <p>Apologies received from: Richard Willman, Andrew Fielding, Donna Lyon, Ute Pietsch, Dave Edwards, David Burnby.</p>	<b>All to note</b>
2	<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>
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> <p>Payments made since the Steering Group meeting on 18<sup>th</sup> August totalled £5,845.84, the approved grant funding from Local Trust for the period June 2016 - November 2016 was £92,888.25. The balance shown on the 15<sup>th</sup> September report to the Steering Group for this funding period is £68,236.</p>	<b>All to note</b>
5.	<p><b>Investing in Withernsea</b></p> <p><b>Update on Ongoing Projects and Big Local Support Update</b></p> <p><b>1. Picture Boards Phase Two. Investing in Withernsea (IIW) 15.</b></p> <p>TL advised the group that ERYC will be starting work on the groynes near the Pier Towers slipway, the equipment storage hut for this work will be sited between the slipway and the hoardings. It was agreed that work on Phase Two would be deferred till the site is clear. There will be a meeting on 20<sup>th</sup> September to decide which pictures to use for Phase Two, Steering Group members are welcome.</p>	<b>All to note</b>

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	<p><b>2. Job Club</b></p> <p>JN reported that the Job Club has now opened on Friday's offering 1:1 support to existing clients.</p> <p><b>3. Play Park</b></p> <p>JN reported that the September celebration and consultation event at the Play park had been attended by over 250 people.</p> <p><b>4. Piggy Lane Market Feasibility Study and Business Plan.</b></p> <p>The tender will close at 12.00 noon on 19<sup>th</sup> September, start date planned for week commencing 3<sup>rd</sup> October 2016 to be completed by 14<sup>th</sup> November. The Gazette article has generated interest and discussion about the market, TD and PC reported that comments about this initiative have been mostly positive.</p>	
6.	<p><b>Big Local Support Update</b></p> <p>TR reported that the Big Local support hours have been increased to 20 hours a week from 1<sup>st</sup> September.</p> <p>Since the August meeting TR has been working on:</p> <ul style="list-style-type: none"> <li>• Play Park. IIW Application for Playground Inspection Course. Agreed in principle.</li> <li>• AGM Planning, support for AGM Planning Task to Finish Group.</li> <li>• Piggy Lane Market Feasibility Study and Business Plan</li> <li>• Picture Boards Phase Two. Grant Offer Letter</li> <li>• Withernsea Entertainers. Possibility of developing an IIW grant application.</li> </ul> <p>Pending work includes:</p> <ul style="list-style-type: none"> <li>• Forward planning, December 2016 – May 2017.</li> <li>• Reviewing workload and Withernsea Big local support need.</li> <li>• Fountains. JC/TR to develop Draft Terms of Agreement for the Fountains project</li> </ul> <p>Activity Summary to be circulated with the minutes.</p>	<b>All to note</b>
7	<p><b>Media and Communications</b></p> <p>JS reported that "What's on in Withernsea" has been closed. The four new Big Local Withernsea flags and stands have been delivered. £30 agreed for purchase of an additional new mailbox for info@withernseabiglocal to keep work and personal e mail accounts separate.</p>	
9	<p><b>Any Other Business</b></p> <p><b>a) Celebration Event and AGM</b></p> <p>A Planning meeting was held on 6<sup>th</sup> September. The agreed date for the Celebration Event and AGM is Sunday 20<sup>th</sup> November from 3.00pm – 5.00pm. The Meridian Centre has been booked from 2.00pm to 6.00pm to allow time for setting up and networking after the meeting. A light buffer has been ordered,</p>	<b>All to note</b>

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	<p>numbers to be confirmed nearer to the date. The next Planning Meeting will be on 20<sup>th</sup> September, 6.00pm at Shores.</p> <p><b>b) Induction for New Members.</b> PC/JS to arrange an induction meeting with new members UP and RR.</p>	
<b>12</b>	<p><b>Date and Time of Next Meeting</b></p> <p><b>The next meeting will be held at 7.00pm on Thursday 15th<sup>th</sup> September 2016 at the Shores Centre.</b></p>	

TR/PC/17/09/2016  
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