



Steering Group Meeting 15 June 2017

Next meeting 20 July 2017

Present:

Residents:

Peter Crawley (Chair), James Shaw (Vice-Chair), Torkel Larsen, Terry Dagnall, Donna Lyon, Angi Beckett, Rodger Read,

Partners:

Jayne Nendick (SHoRes.), Geraldine McDonald (DWP), Tricia Read (Big Local Worker), Ute Pietsch-Bateman (Big Local Worker/Minute Taker)

	Agenda Item	Action
1.	Welcome and Apologies Apologies received from: Felicity Walmsley, Andrew Fielding, Richard Williman, Jane Crossley (ERYC), David Hillman-Barnett (WTC), David Burnby, (Big Local Rep).	All to note
2.	Minutes of the Last Meeting (15.6.2017) The Minutes of the previous meeting were accepted as a correct record.	All to note
3.	Matters Arising. To be covered within the agenda, no additions reported.	All to note
4.	Big Local Support Update UP-B has been busy writing case studies, and day-to-day office work (incl. researching credit card printing, eco-friendly "goodie bag" items). Meetings and work since the last Steering Group meeting included: TR and Helen Beaumont completed the budget breakdown for DB to include in the Annual Review, PC/TR had attended the W&SEHRP Seafront and Promenade sub group meeting (items of interest included repositioning of "The Wolf" cobble, Grow Wild, Way Markers along the promenade and Walk 4 Withernsea), formal Induction for D H-B attended by DB/PC/TR/U P-B/RR, exploring local ideas TR/U P-B/D H-B, attended the Meridian Centre CIO meeting to discuss potential support from Withernsea Big Local, JN/TR attended the launch work to refresh the East Riding Financial Inclusion Strategy (this links well with local work to implement Withernsea Big Local's Social Investment Strategy).	All to note

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5	<p>Finance and LTO</p> <p>JN reported that the end of spend report up to the end of May 2017 identifies an underspend of £22,140.62. This underspend will be returned to Local Trust in due course.</p> <p>a) Investing in Withernsea Monitoring</p> <p>TR/UP-B tabled three activity/financial reports produced by TR/HB/U P-B, "Investing in Withernsea Monitoring by Outcomes, May 2017", "Investing in Withernsea Project Spend, 1 June 2016 – 31 May 2017 and budget spend by heading showing actual spend and monies committed but not spent. These reports will be considered by the Investing in Withernsea sub group alongside completed project Case Studies.</p> <p>b) New Financial Reporting format.</p> <p>TR, UP-B and HB will update and check the new draft financial spread sheet prepared by DB/PC before the July meeting to give finance updates that are easy to understand. Any issues encountered or questions raised will be reported to DB. The steering group are invited to make comments and suggestions.</p>	All to note
6	<p>Plan Review Update</p> <p>DB reported that the Plan Review had been submitted to Local Trust via the Big Local Community website on 26th May.</p> <p>Ann Sheriff, Big Local Plan Assessor met with PC/TL/RR/DB/TR on Tuesday 13th June to progress the assessment and endorsement of our 2017 – 2020 Plan.</p> <p>Ann stated that most of her questions about the Plan and its development had been addressed through reading the Plan and conversations with DB. During discussion, the group focussed on issues relating to: community consultation, key issues in the town, lessons learned; particularly around social investment in capital projects and the availability of support and expertise, the relationship between the LTO/Chair/Vice Chair/worker/Steering Group, identification and management of risks and building lasting and continuous change and sustainability.</p>	All to note.
7.	<p>New Plan</p> <p>JN/TR to submit the final Withernsea Big Local Plan to Local Trust via the Big Local Community web site directly following this meeting.</p> <p>Members discussed the proposal made by TR to hold the Steering Group meetings in two parts, Part One, focussing on developing and implementing the new Plan and Part Two to be a business meeting.</p> <p>Following discussion members agreed there was benefited to dedicating meeting time to better understanding the Plan, having broader discussion, inviting speakers for specific outcomes and planning community engagement. This arrangement to be tried for 6 months.</p>	All to note

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8	<p>Any Other Business</p> <p>a) Community Engagement.</p> <p>AB asked how Withernsea Big Local can be encouraged to come forward with ideas. Following discussion DL reiterated that extensive consultation and work to bring people’s ideas forward had been undertaken during the Getting Started phase of Withernsea Big Local.</p> <p>Withernsea Big Local is entering its third year of implanting the Withernsea Big Local Plan. Two new outcomes have been included and a Partnership meeting and workshops for each outcome are planned to publicise and explain the New Plan and engage the local community and partners.</p> <p>b) Steering Group membership.</p> <p>JS will have his last meeting as a steering group member in July before his moves to Leicester for his new job.</p> <p>c) Financial Transparency.</p> <p>Could the spending of Big Local be made public on Facebook? Financial information about project investments and actual spending against budget headings from the Local Trust Grant agreement are included in the Annual Review, the Withernsea Big Local Plan 2017 – 2020 includes a three-year financial profile (p14) and (pp15 – 18) identifies three-year activity relating to the budget. Following discussion it was agreed that it would be useful to present financial information as pie charts (see p9 Big Local Withernsea Plan Review June 2016 – May 2017). All Plans and Reviews will be posted on Withernsea Big Local website; a link can be placed on Facebook.</p> <p>d) Social Investment. Accessing small loans.</p> <p>Following discussion, it was noted that a third party, registered with the Financial Services Authority would be commissioned to administer small loans as part of the agreed phased implementation of the Social Investment Strategy. Members emphasised the need for simple and understandable processes to encourage use of a principled lender.</p> <p>Larger Social investment loans would be developed within Local Trust guidelines and processes as outlined in the Social Investment Strategy as part of the Feasibility Study into the Withernsea market.</p> <p>e) Millennium Green Play Park.</p> <p>JN reported that The Millennium Green Play Park will be signed over to SHoRes in July.</p>	All to note
	<p>Date and Time of Next Meeting</p> <p>Thursday 20 July 2017, 7pm, Shores Centre</p>	All to Note