



Steering Group Meeting 17 August 2017

Next meeting 21 September 2017

Present:

Residents:

Peter Crawley (Chair), Terry Dagnall, Andrew Fielding, Felicity Walmsley, Angi Beckett, Rodger Read

Partners:

David Burnby, (Big Local Rep), Jane Crossley (ERYC), Tricia Read (Strategic Development Worker), Ute Pietsch-Bateman (Community Link Worker/Minute Taker)

	Agenda Item	Action
1.	<p>Welcome and Apologies</p> <p>Apologies received from: Torkel Larsen (Vice Chair), Jane Nendick, Richard Williman, PC reported that Donna Lyon has resigned from the Steering Group for personal reasons. Donna has been involved in Withernsea Big Local since the start and has been an active, enthusiastic and involved resident member. Thanks and appreciation was expressed for Donna's work.</p>	All to note
	<p>Part 1.</p> <p>The Withernsea Big Local Plan 2017-2020.</p>	
2.	<p>Finance, Management, Mentoring and Development LTO</p> <p>TR presented a report from JN</p> <p>Finance</p> <ul style="list-style-type: none"> • The Budget Report for the August meeting (tabled) is in the previous format due to staff holidays • The new report will show: <ul style="list-style-type: none"> • The total budgeted spend across the life of the Grant Agreement • The actual spend in the current month • The actual spend to date • HB/TR/U P-B have started work on the new format Finance Report <p>TR apologised for the delay in producing the new finance report in the format developed by DB.</p>	All to note

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	<ul style="list-style-type: none"> • The monthly Steering Group Report will be part of a series of four finance recording and reporting mechanisms: <ul style="list-style-type: none"> • Project approvals, orders and payments - ongoing • Management budget - monthly • Steering Group Report - monthly • Local Trust spend reports – six months and 12 months • To avoid the need for double input HB/TR will prepare the spreadsheet for the revised budget heading, sub headings and values for 2017 – 2020 and link the spreadsheets to populate the new report • Would it be useful to show spend against the £1m? <p>Support for Play Park Development</p> <ul style="list-style-type: none"> • Ongoing work JN/TR to submit a funding application for People’s Post Code Lottery Dream Fund – “Park of Dreams” • Locality has agreed to be lead organisation for the application – 1st stage submission next week • Opportunities for young people, tackling anti-social behaviour, rejuvenating park into community ownership, attract visitors • Opportunities for integrating Media Hub, young people’s job club and innovative accessible sustainable park facilities 	
3.	<p>Priorities and Actions</p> <p>Strategic Development Worker TR</p> <p>TR presented a summary of overarching improvements, outcome areas and actions included in the Plan and proposed priority actions for this first year 2017/2018.</p> <p>Four overarching improvements over three years:</p> <ul style="list-style-type: none"> • Actively engage the Withernsea community to understand local issues • Support people to assess local needs and respond through participation, learning and development • Work in partnership to deliver and communicate our Plan • Explore and develop sustainable income streams supporting community initiatives and economic development <p>Withernsea Big Local five outcome areas:</p> <ul style="list-style-type: none"> • Enjoy a clean and attractive environment • Benefit from a thriving and enterprising local economy • Enjoy active, healthy lives 	All to note

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	<ul style="list-style-type: none"> • Benefit from being part of a learning community • Live in an active, strong, fair and united community <p>The Plan identifies 11 activities to take forward delivery of the Plan during 2017/2018. Four priority actions for immediate start were proposed:</p> <p>Agreeing criteria for Our Town (enjoy a clean and attractive environment)</p> <ul style="list-style-type: none"> • Tackling debt (benefit from a thriving and enterprising local economy) • Media and Communication (including improvements to the website, community engagement and partnership working) • Training and Development <p>Steering Group members were invited to express an interest in 1 or more of the outcomes and/or activities and be a point of contact for TR and U P-B in ongoing and developing work for those outcomes and activities.</p> <p>PC, AB, TL have already indicated their interest in Media and Communications.</p> <p>TR asked members to give some thought to the areas they might be interested in taking forward in preparation for a discussion at the next Steering Group meeting Thursday 21st September.</p> <p>The full power point presentation is attached.</p>	
4.	Ideas, Projects and Case Studies, Community Link Worker UP-B	
	<p>There are no new applications for funding at the moment.</p> <p>The case study presented was IIW3 - Job Club.</p>	All to note
	Part 2.	
	Business Matters	
5.	Minutes of the Last Meeting (15.6.2017)	
	The Minutes of the previous meeting were accepted as a correct record.	All to note
6.	Matters Arising	
	Peter Hirschfeld, from Humber & Wolds Community Council, sent out a briefing note about the Community Led Housing Project he will be introducing to the Withernsea Community on the 27.Sept.'17 from 19.00 – 21.00 at the Shores Centre.	All to note
7.	Investing in Withernsea	
	<p>There is a change over from JS to TR and UP-B to maintain the WBL website. An e-mail by TL regarding the website was read by AB. UP-B to send out a Doodle for a media & communications subgroup meeting during the 2nd week in September'17.</p> <p>It was debated whether it might be better to set up a budget to engage a company with the website design and maintenance; also will give training to back office staff. The sub</p>	All to note

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	<p>group will look into that.</p> <p>It is important to get the site right so people with questions can be directed to the website for answers.</p> <p>DB offered his expertise in getting the site right and will send us points to look at.</p>	
8.	<p>Any Other Business</p> <p>It was reiterated that steering group members are not to respond to anything on social media.</p> <p>DH-B's involvement will be addressed by TD at the next Town Council meeting on 4.Sept.'17.</p> <p>JC will check if Sand-Le-Mere Caravan Site had permission to put up advertising on the hoardings next to the Picture Boards.</p> <p>The Steering Group wished JC well for her upcoming retirement from ERYC at the end of the month.</p> <p>The contract for the fountains on the promenade has been signed and work will start in September'17.</p> <p>Liz Philpott will be the WBL contact for ERYC until further notice and Theresa Gale is taking over JC duties for the moment.</p> <p>The Town Council will give dates to TR for a talk to the Council about the New Plan and WBL. The Steering Group is invited to join in. As the Town Council is an important local partnership for WBL it was suggested to set up a more formalised meeting plan between members of WBL and members of the Council several times a year; like in Winterton.</p>	All to note
	<p>Date and Time of Next Meeting</p> <p>Thursday 21 September 2017, 7pm, Shores Centre</p>	All to note