



Steering Group Meeting 21st September 2017

Next meeting 19th October 2017

Present:

Residents:

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

Partners:

David Burnby, (Big Local Rep), Jayne Nendick (Partner and LTO), David Hillman Barnett (Withernsea Town Council), Tricia Read (Strategic Development Worker)

	Agenda Item	Action
1.	<p>Welcome and Apologies</p> <p>Apologies received from: Ute Pietsch-Bateman, Richard Williman, Geraldine McDonald.</p> <p>PC reported that Liz Philpot (Growth Programmes & Policy Manager for East Riding of Yorkshire Council) is the contact for ERYC until staff are appointed to the new structure at the Council.</p>	All to note
	<p>Part 1. The Withernsea Big Local Plan 2017-2020. Updates.</p> <p>LTO Update</p> <p>Finance and the New Format Monthly Spend Report</p> <p>JN reported that TR/Helen Beaumont had completed work on producing budget reports in the new format used in the Withernsea Big Local Plan 2017 – 2020. The headings are: Support and Develop the Withernsea Big Local Plan, Investing in Withernsea, Seafront Initiatives and Local Trust Market Place Funding. Sub headings for the operational budget are derived from the detailed activity in the Three-Year Finance Profile.</p> <p>DB introduced the new Monthly Spend Report which is presented as a table and pie chart. The report covers the 36 months of the current Grant Allocation from Local Trust. It shows spend to date against four budget headings and predicts under/over spend based on the spend in the current month.</p> <p>DB stated that Steering Group members don't need to have a detailed understanding of the finances as the LTO is responsible for financial management</p>	All to note

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<p>and reporting to Local Trust. The Chair, Vice Chair, Strategic Development worker and LTO will consider the detailed budget at their regular meetings. If any Steering Group members have questions or concerns please contact TR in the first instance.</p> <p>Following discussion about their initial reaction to the new Monthly Spend Report members agreed it was useful, clear and easy to read. Members need to be aware of the variances in the trajectory of under/over spend.</p>	
<p>Media and Communications – Update and discussion</p> <p>The new Media and Communications Sub Group had its first meeting on 16th September: PC (Chair), TL, AF, RR and apologies from AB. TR/UP-B to support.</p> <p>The group agreed four main areas of work based on previous work and implementing the new Plan:</p> <p>Website/Face Book/Twitter - Update and maintain social media (PC/TL)</p> <p>Communications and Conversations - Agree work programme to engage people in a variety of ways to build up engagement and to better understand the issues affecting local people. Develop specification for Market Place funding to support development of this area of work.</p> <p>Press and Radio – PC/ All to contribute.</p> <p>Partnerships – Identify existing and new partnerships essential to communicating, delivering and developing the new Plan. Annual Meeting (November)– PC/RR/TL/All.</p> <p>RR gave a presentation to the Withernsea Health Forum, the only non-statutory health partnership in the town and has invited them to join the Steering Group as a partner. RR is now a member of the Withernsea Place Based Partnership.</p>	All to note
<p>Strategic Development Worker TR</p> <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>Members confirmed their interest as follows:</p> <p>Clean and Attractive Environment – PC/JN/TR develop Criteria for our Town, Regeneration and Seafront Plan partnership meetings (PC).</p> <p>Thriving and Enterprising Economy - Social Investment Group (PC/TL/AF/RR/JN/TR), Credit Union and CAB project development.</p> <p>Enjoy Active Healthy Lives – Withernsea Health Forum and Place Based Partnership (RR), funding applications relating to Play Park (JN/TR).</p> <p>A Learning Community – Identify support and development needs of local groups</p>	All to note

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	<p>and develop specification for Market Place funding to support development of this area of work. RR/AB/FW/U P-B</p> <p>TR reported that the first formal meeting between members of the Withernsea Big Local Steering Group and representatives of Withernsea Town Council had been held the previous evening. TR had introduced Local Trust's headline statistics for the town, presented a summary of the new Plan, outlined the remit of the Steering Group and the roles and responsibilities of resident members, partners and the Chair.</p> <p>Areas for collaboration were discussed including the possibility of exploring the production of a new community plan for the town, improved information about services available and resident's rights and responsibilities, setting up a Standing Committee to meet formally three times a year, how to collaborate on communications, conversations and workshops. An item would be included in the WTC newsletter (TR/PC/Cllr Brian Cloke).</p> <p>Steering Group Members were pleased with the presentation and thought it had simplified what Withernsea Big Local does and is working towards and was easy to follow. All agreed that it was important to be out and about not just giving information about money and projects supported but also exploring people's views and ideas about how to improve life in the town.</p>	
	Business Matters Part 2 - Business Matters	
2.	<p>Minutes of the Last Meeting held on 21st August 2017</p> <p>The Minutes of the previous meeting were accepted as a correct record.</p>	All to note
3.	<p>Matters Arising</p> <p>No items raised</p>	All to note
4.	<p>Investing in Withernsea</p> <p>a) Phased implementation of the Social Investment Strategy. Tackling debt.</p> <p>JN reported that she and TR are members of the Financial Inclusion Group, (ERYC). JN had attended a meeting of the group and reported on presentations given about Welfare Reforms, roll out of Universal Credit by September next year and the potential impact on local people identified in a presentation by the Citizens Advice Bureau speaker.</p> <p>JN/TR referred to the Local Trust Local Insight profile detailing population numbers, people with long term limiting illnesses, people out of work, people with disabilities and children living in poverty. Combined with low wages in the area and previously identified need around financial exclusion members expressed their deep concerns about the impact of benefit changes and reiterated their support for measures to work with the Hull and East Riding Credit Union and the CAB. JN committed her support both as LTO and Shores to ensuring support is in place for local people affected by these changes.</p>	All to note

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	Following discussion members agreed need to be better informed about the Welfare Reform changes and consider running a workshop with partners (PC/RR).	
5.	<p>Any Other Business</p> <p>a) Small Businesses.</p> <p>TD raised the issue of the sustainability of small businesses setting up using Tax Credits with many closing before 5 years of trading.</p> <p>b) Play Park</p> <p>JN reported that the application submitted by Locality on behalf of the Play Park – Park of Dreams from the Lottery Dream Fund had been unsuccessful. A meeting would be held between the Leader of ERYC, the Portfolio Holder for Leisure, Sports and Play staff and Withernsea Big Local (PC/TR) to promote the Master Plan for the Play Park and seek support for future funding applications and development.</p> <p>c) Local Trust Annual Partnership Review</p> <p>DB advised the group that the annual partnership review must be completed and returned to Local Trust by the end of October. TR/UP will contact members to complete the details, this year members will be required to sign confirmation that they agree to carry out the roles and responsibilities of a partnership member and whether or not they agree to be contacted by Local Trust.</p> <p>d) Steering Group Membership</p> <p>PC reported that Liz Philpot ERYC will not be able to attend meetings but is the contact for work on the promenade fountains until further notice. Following discussion members agreed that PC contact Ward Cllr Healing and invite her to be a member of the Steering Group.</p>	All to note
	<p>Date and Time of Next Meeting</p> <p>Thursday 18 October 2017, 7pm, Shores Centre</p>	All to note