



**Steering Group Meeting 16<sup>th</sup> November 2017**

**Next meeting 18<sup>th</sup> January 2018**

**Present:**

**Residents:**

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

**Partners:**

David Burnby, (Big Local Rep), Jayne Nendick (Partner and LTO), Liz Philpott, Tricia Read (Strategic Development Worker), Ute Pietsch-Bateman (Community Link Worker and Minute Taker)

	<b>Agenda Item</b>	<b>Action</b>
1.	<p>Welcome and Apologies</p> <p>Apologies received from: Richard Williman, David Hillman-Barnett, Geraldine McDonald.</p>	<b>All to note</b>
2.	<p><b>Part 1. The Withernsea Big Local Plan 2017-2020. Updates.</b></p> <p><b>LTO Update</b></p> <p><b>Finance and the New Format Monthly Spend Report</b></p> <p>The finance report has been circulated in the agreed format. Next week TR and JN will report to Local Trust on expenditure over the past 6 months via their website reporting system. Anything that has not been spent in this period has to be send back to Local Trust, unless it is expected to be spend in the next immediate future.</p> <p>Finances have now been fully handed over to the accountants and the Withernsea Big Local Team had a meeting with the accountants to discuss the changes and agree a working format.</p>	<b>All to note</b>
3.	<p><b>Media and Communications – Update and discussion</b></p> <p>PC, TL and TR met with Nicola Walker from the Gazette to give an update on the Plan and arrange for regular meetings, updates (every 6 weeks) and articles in the Gazette. Unfortunately the first article has not been published on the date expected. The reason possibly being that the reporter might have been too overwhelmed with information to be able to write an article this quickly.</p>	<b>All to note</b>

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	<p>The advert for the Annual Public Meeting, 30<sup>th</sup> November 2017 at the Shores Centre at 18.30, was placed and printed in the Gazette.</p> <p>TL agreed to continue work on the website.</p> <p>RR is working as health lead.</p>	
<p>4.</p>	<p><b>Strategic Development Worker TR</b></p> <p>UP-B reported on meetings attended/to attend by the Workers this month.</p> <p>2<sup>nd</sup> November 2017 – Management Briefing</p> <p>8<sup>th</sup> November 2017 – Meeting with John Smith from the Hull &amp; East Yorkshire Credit Union</p> <p>8<sup>th</sup> November 2017 – Meridian Centre CIO AGM</p> <p>9<sup>th</sup> November 2017 – Partnership Meeting</p> <p>14<sup>th</sup> November 2017 – Exploring Local Ideas</p> <p>15<sup>th</sup> November 2017 – Accountants</p> <p>16<sup>th</sup> November 2017 – Local Links</p> <p>16<sup>th</sup> November 2017 – Steering Group Meeting</p> <p>23<sup>rd</sup> November 2017 – Management Briefing</p> <p>29<sup>th</sup> November 2017 – Social Investment Sub Group Meeting</p> <p>30<sup>th</sup> November 2017 – Annual Public Meeting</p> <p><b>Meridian CIO AGM</b></p> <p>TD reported from the Meridian CIO AGM. The Centre is in the black and is making money to support itself. Things are starting to gel, but more help with manual work is needed. The losses on the cinema are being evened out by the takings from the bar and the Centre is looking into employing a secretary. TR pointed out that there is a standing offer from WBL to help the Centre with a job description for a centre manager and a business plan.</p> <p><b>How can WBL reach Newcomers</b></p> <p>RR raised the question on how to reach newcomers to Withernsea. LH reported that the Council receives a list of people new to Withernsea each month we could be used for that purpose. LH to check on data protection issues. Another way would be to use Social Media and ask people to get in touch if they are new to the area.</p> <p><b>Annual Public Meeting Sub Group meeting</b></p> <p>TL reported about meeting and the agreed agenda for the meeting.</p> <p><b>Advert for the APM on Seaside FM</b></p>	<p><b>All to note</b></p>

	<b>Agenda Item</b>	<b>Action</b>
	UP-B to set up the recording of the soundbites with John Harding from Seaside Radio.	
	<b>Business Matters Part 2 - Business Matters</b>	
5.	<b>Minutes of the Last Meeting held on 19th October 2017</b> The Minutes of the previous meeting were accepted as a correct record.	<b>All to note</b>
6.	<b>Matters Arising</b> No items raised	<b>All to note</b>
7.	<b>Investing in Withernsea</b> UP-B had a follow up meeting with a potential applicant and has received a completed application form.	<b>All to note</b>
8.	<b>Fountains Update</b> LP gave an update on the development of the fountains and then left. The Steering Group discussed the new timetable and changes. Two solutions came to the front and a vote was taken. TR to write to LP with new Grant Offer Letter.	<b>All to note</b>
9.	<b>Any Other Business</b> UP-B will circulate the report (The Austerity generation, by the Child Poverty Action Group) found by RR to the members of the steering group. The Group agreed not to have a Steering Group Meeting in December and have the next one in January 2018.	
	<b>Date and Time of Next Meeting</b> Thursday 18 January 2018, 7pm, Shores Centre	<b>All to note</b>