



**Neighbourhood Management Programme
Board Meeting
(Including Delivery Plan presentation)**

**27th March 2008 – 12.00pm - 12.30pm,
Christchurch, King Street,
Great Yarmouth**

Attendance

Board members

| | |
|-----------------------------|---|
| Michael BLANK - Chair | South Yarmouth Community Partnership |
| Paul CHEESEMAN | Voluntary Sector Partnership |
| Terry EASTER | Councillor – GYBC |
| Jean FISHER | Central Yarmouth Community Partnership |
| Tim HOWARD | Head of Regeneration and Environment - GYBC |
| Jamie MCGARRITY | South Yarmouth Community Partnership |
| Valerie PETTIT – Vice Chair | Councillor – GYBC |
| Aurelio SPINOLA | South Yarmouth Community Partnership |
| Nick TUPPER | Norfolk County Council |

Also present:

| | |
|-----------------|--|
| Rob GREGORY | Neighbourhood Manager |
| Ruth THOMPSON | Administrator |
| Dan SMITH (Sgt) | Norfolk Constabulary (Deputising for Carol Congreve) |

Apologies

| | |
|----------------|---|
| Cora BATLEY | South Yarmouth Community Partnership |
| Paul BRICE | Gt Yarmouth & Waveney PCT |
| Carol CONGREVE | Norfolk Constabulary |
| Joy COSAITIS | South Yarmouth Community Partnership |
| John HOLMES | Norfolk County Council |
| Elvira SCHIMT | Community Development Team Leader – Community Connections |

Not in attendance

| | |
|-----------|--------------------------------------|
| Dan MOBBS | NORCAS |
| Bob PECK | Councillor and Cabinet member - GYBC |

1. **Welcomes** The Chair, Michael Blank welcomed everyone to the meeting.
2. **Apologies** Refer to list.
3. **Minutes of the last meeting** The minutes were agreed and approved as accurate.
4. **Matters arising**

Item 8 – Community Builder Grants – Pg 5

Positive Change Support Group

The Appraisal panel was reconvened to review this application.

Amount of: £1,775. 93 was approved by the panel

Action: Board Approved this amount

Great Yarmouth Bowling.

This application was not reconsidered by the panel.

Samaritans

After a discussion with Lucinda Leonard – VSP it was noted that one of the costs applied for was for the production of posters translated into different languages. This supported the community cohesion aims of the programme and the work of the Community Engagement working group £1,354.00 is granted.

Action: Board Approved.
5. **Update on Recruitment**

Neighbourhood Officer post

Rob advised the board that the completed job description for the post had been submitted to Great Yarmouth Borough Council for grading, waiting on HR to process and feedback the information. Tim Howard advised the board that the reason for the delay was that an overall Job Evaluation process had taken place, creating a vast amount of work. It was anticipated that the timescale to fill the post would be May/June.

Tim Howard also confirmed that Rob(Manager) and Ruth(Administrator) had received confirmation by letter that their positions have been secured on a permanent basis. He added that Rob's position as Acting Manager had now been upgraded to Manager, which also had been confirmed in writing.

6. **Forward Strategy Sub-Group**

Rob advised that need to set up a small Sub-Group to meet at the end of May. To plan a stakeholder event in September to explore a forward strategy for the programme.

Propose that agree membership of the Sub-Group

Action: Propose that Sub-Group to be made up of the following members, Tim Howard, Head of Regeneration, GYBC, Carol Congreve, Norfolk Constabulary, Valerie Pettit, Councillor, Michael Blank, Resident with the potential space for an additional resident.

7. **Lowestoft Visit – 16th April 2008**

Rob advised that Lowestoft Together had launched their web-site A visit has been organised for Lowestoft Together to visit the Neighbourhood Centre between 10am and 2pm on the 16th April 2008; this to include an informal introduction to the board members and then a tour of the area, to look at the Grey2Green projects that are in progress.

Action: Programme of events will be sent out to all board members confirming arrangements

8. **Comeunity Builder Grants**

Jean Fisher presented this to the board advising the members that two grant applications were recently re-appraised by the panel of appraisers.

1st application: Pegasus SK8 Crew

They are a group of young people with ages between 10 and 18 year olds, who have an interest in skate boarding

This group would like to create a skate park accessible to all in St Nicholas playing field.

The following recommendations were made prior to approval.

Appraiser's recommendations

- To emphasise their final objectives after the event.
- To add evidence of previous activities.

Panel recommendations

Approval subject to:

- To please resubmit with more evidence of: their previous work, adult support for the event; and to emphasise their future aim.

Amount applied for: £3,79.00

2nd application: Middlegate Community Association

They are a community group made up of local residents living on

the Middlegate Estate Area, who have reformed as a result of the visioning exercise.

They came together to address community set priorities in their area and aim to get involved, as a community voice.

The following recommendations were made:

Appraiser's recommendations

- To review their budget list
- To make a list for the event and a separate one for the running costs.
- To apply for insurance
- To join together the old constitution with the new and the visioning exercise.

Panel recommendations

- To provide a revised budget list
- To observe that the budget list for running costs is under budgeted.
- To look on how the old constitution, the new and the visioning exercise will come together.

Revised amount: £940.00

The Board were asked to approve the above amounts subject to the above recommendations.

Action: Both applications were approved by Board subject to the recommendations by the Appraisal panel.

9. **A.O.B.**

None

Meeting closed at 12.30pm

Next Board Meeting:

Date: **Thursday 24th April 2008 Christchurch, King Street**

Time: **10.00am– 12.30pm**

A presentation of The Neighbourhood Delivery Plan for 08/09 and the Middlegate Visioning Exercise followed the board meeting.



**Neighbourhood Management Programme
 Delivery Plan presentation 08/09
 27th March 2008 – 1.00pm - 3.00pm
 Christchurch, King Street,
 Great Yarmouth**

| <u>Topic</u> | <u>Presenter</u> |
|---|---|
| • Evaluation of Delivery Plan for 08/09 | Rob Gregory |
| • Middlegate Visioning Exercise | MAC Associates – Gill Hutchinson (Assisted by Jamie McGarrity member of Middlegate Focus Group) |
| • Working Groups | Michael Blank |
| • Comeunity Together | Rob Gregory on behalf of Carol Congreve |
| • Comeunity Safety | Lorraine Finch |
| • Comeunity Pride | Paul Cheeseman |
| • Comeunity Opportunities | Valerie Pettit |
| • Comeunity Wellbeing | |

Additional attendance at delivery plan presentation

| | |
|-----------------|-------------------------|
| Terry BENSLEY | GYBC Community Housing |
| Barbara BROWN | Resident |
| Derek BROWN | Resident |
| Trevor COCKBURN | NCC Children's Services |
| George DEVON | GYBC Community Housing |
| Ann ROWDEN | Resident |
| Brenda TAYLOR | Councillor |
| David TAYLOR | Resident |

Attached papers – Power point presentation