



**Neighbourhood Management Programme
Board Meeting**

**28th. May 2009 – 10.00 - 12.30pm
Christchurch, King Street, Geat Yarmouth**

Attendees

Board members

Michael BLANK - Chair	Comeunity Forum/Resident
Cllr. Valerie PETTIT – Vice Chair	Councillor – GYBC/Resident
Cora BATLEY	Comeunity Forum/Resident
Sgt. Tony BLACKMAN (Deputising for Insp.Nick Cheshire)	Norfolk Constabulary
Veronica CARVER	Comeunity Forum/Resident
Paul CHEESEMAN	Voluntary Sector Partnership
Joy COSAITIS	Comeunity Forum/Resident
Carl DAWDRY (Deputising for Nick Tupper)	Norfolk County Council
Cllr.John HOLMES	Norfolk County Council
Des MCKEATING	GYROS
Gloria WEBB	Comeunity Forum/Resident

Also present:

Rob GREGORY	Neighbourhood Manager
Ruth THOMPSON	Administrator – Minute Taker
Nick CARVER	Comeunity Forum/Resident
Michael CASTLE	Councillor - GYBC
Carol CONGREVE	Norfolk Constabulary
Penny LINDEN	Councillor - GYBC
Nigel WILLIAMSON	Web Designer

Apologies (received)

Inspector Nick CHESHIRE	Norfolk Constabulary
Michael COLLINS	Community Connections
Lisa CROOK	Community Housing - GYBC
Naji DARWISH	Great Yarmouth & Waveney NHS
Leon de BEER	Neighbourhood Officer
Cllr.Terry EASTER	Councillor – GYBC
Lorraine FINCH	Comeunity Forum/Resident
Jean FISHER	Comeunity Forum/Resident
Jamie MCGARRITY	Comeunity Forum/Resident
Cllr.Bob PECK	Councillor – GYBC
Jane RATCLIFFE	Executive Director - GYBC
Robert READ	Head of Policy & Improvement - GYBC
Nick TUPPER	Norfolk County Council

1. **Welcomes** Michael Blank – Chair welcomed everyone to meeting. Introductions were made around the table.
2. **Apologies** Refer to list for apologies received.
3. **Minutes of the last meeting** The minutes were agreed and approved as accurate.
4. **Matters arising** None
5. **Working Group Reports** Rob presented the Working Group reports to the board members, please refer to distributed paperwork.

Comeunity Together Working Group

Feedback: None

Comeunity Safety Working Group

Feedback: Car Enthusiasts.

Action: Carl Dawdry of Norfolk County Council to take back to Nick Tupper at the Highways Department regarding longer-term re-design road lay-out issues

Barracks Focus Group (19th May 09)

Feedback: None

6. **Finances** Rob gave an overview of the finances, advising the board members that exact figures needed to be confirmed as the departmental recharges are still to be calculated. However, there will be no significant carry forward. Please refer to information below.

	08/09 Budget	April-Mar 09 Spend
Expenditure:		
Employees		
Adverts (1500)	1,000	1,189
Expenses (1504/1614)	300	305
Staff (original budgets)	91,580	83,843
Training (1540/1544)	4,000	4,246
	96,880	89,583
Premises		
Clean/Domestic (2700/2706/2708)	5,000	5,289
Energy (2550/2552)	3,000	2,923
Insurance (2750)	2,200	359
Business Rates (2610)	3,000	3,049
Rents (2602/2603)	10,000	13,301

Repairs & Maintenance (2800)	2,500	-478
Water/Sewerage (2620/2622)	500	483
	26,200	24,926

Supplies & Services

Communications (42--)	6,000	3,654
Eqpt/Furn/Materials (410-)	2,000	916
Expenses/Board Dev (4302/4520/4530/4552)	1,000	3,577
Grants/Subs - nat. network (44010400)	350	748
Comeunity Builder Grants	10,000	18,691
Comeunity Safety	73,593	51,435
Comeunity Opportunities	45,700	46,035
Comeunity Pride	38,300	54,741
Comeunity Together	37,202	32,207
Comeunity Wellbeing	700	642
Middlegate Estate Action Plan	20,000	10,330
Projects	97,663	85,000
	332,508	307,976

Printing/Stat - (4150/4155)	2,500	1,669
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Prof services - Evaluation	0	0
Prof services - CLIP Worker	19,522	23,447
Prof services - Comm Dev worker	24,999	30,533
Prof services - Mgmt fee	5,000	4,608
Prof services - Running costs	7,500	3,130
	57,021	61,718

Infrastructure

Community Partnership Board Development and Infrastructure	1,500	833
Communication Strategy	2,500	
	16,500	16,035
	20,500	16,868

Support Services

Departmental recharges (7999)	17,700	
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Budgeted Expenditure (incorp. Virements)	553,309	502,740
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**Income: Funding
streams**

LAA Allocation	412,800	412,800
08/09 Carry Forward	126,079	126,079
Other - hot desking income	9,000	22,195
Budgeted Income (incorp. Virements)	547,879	561,074

7. **Comeunity Builder Grants**

None presented to the board.

8. **Roll-out of Locality working and impact on the Comeunity Programme**

Rob initially gave an overview of the report and confirmed that this had been generally endorsed; the calling-in period would end on the 1st. June 09.

Councillor Michael Castle gave an overview of the link between new area scrutiny committees and the roll-out of locality working.

A discussion took place regarding the process of information from the council meetings being communicated to the general public. It was agreed that it was important a communication strategy be established.

Team Implications

- It is proposed that Rob will move across to the post of Service Unit Manager for Neighbourhoods and Communities.
- Leon will take on the role of Neighbourhood Manager for South and Central Yarmouth
- Admin/Receptionist and CDW post will remain the same.

9. **Grant funded Projects 08/09 Outcomes Report**

Rob gave an overview of the report prepared by Leon. Please refer to distributed paper.

Congratulations was extended to Leon for the excellent report produced. It was agreed that the programme had provided value for money.

It was agreed that this report be available on the Comeunity web-site.

10. **A.O.B.**

Town Centre Partnership

On the August Bank Holiday Monday the Town Centre partnership will be holding an event in the Market Place; as part of a 'Where's Wally' record breaking event. The town centre will also remain open on Wednesday evenings.

Carol Congreve

Michael Blank expressed his thanks to Carol for all the hard work that she had given during her time as a board member and chairperson. He summarised by adding that Carol has been a real champion for the Neighbourhood Management programme throughout its lifetime.

Michael Blank

Rob presented Michael with a framed photograph containing a feature written up about his role as Chairperson in the Neighbourhood Management Network Magazine.

Meeting closed at 11.30am

Next Board Meeting:

Date: **Thursday, 25th. June2009 Christchurch, King Street**
Time: **12.30pm-2.30pm (LUNCH PROVIDED FROM 12 noon)**

Please note –THIS MEETING WILL BE HELD IN THE ANNEXE ROOM