

MINUTES
Neighbourhood Management Board Meeting
29th March 2007 – 12-2.30pm,
Christchurch, King Street,
Great Yarmouth

1. Attendance

Board members

Eleanor ALEXANDER	South Yarmouth Community Partnership
Michael BLANK - V.Chair	South Yarmouth Community Partnership
Chris CHIDLOW	Central Yarmouth Community Partnership
Alex DE ALMEIDA	South Yarmouth Community Partnership
Joy COSAITIS	South Yarmouth Community Partnership
Terry DYER	Central Yarmouth Community Partnership
Terry EASTER	Councillor - GYBC
Mary GILBERT	YMCA
John HEMSWORTH	Great Yarmouth Borough Council
John HOLMES	Norfolk County Council
Sue JERMY	South Yarmouth Community Partnership
Dan MOBBS	NORCAS
Valerie PETTIT	Councillor – GYBC
Michael SKIPPER	South Yarmouth Community Partnership
Nick TUPPER	NCC Planning & Transportation

Also present:

Cora BATLEY	South Yarmouth Community Partnership-Deputy
Ruth THOMPSON	NM Administrator
Julie WOODS	Board Advisor - Community Connections
Lenny EYRES	Resident

2. Apologies

Lyn BLIZZARD	Gt. Yarmouth and Waveney PCT
Tony CARTER	Neighbourhood Manager
Carol CONGREVE - Chair	Norfolk Constabulary
Paul GARROD	Councillor – GYBC
Rob GREGORY	NM Officer

Agenda Item

Welcomes

Michael Blank as acting Chair welcomed everyone to the meeting. He also welcomed Julie Woods (Board Advisor) and Lenny Eyres (Resident). Michael explained that a Dictaphone was being used as an aid to taking the minutes and that the recording would be destroyed

immediately after.

3. **Minutes of the last meeting**

Attendance list should read Eleanor SMEE
The minutes were approved.

4. **Matters arising**

Page 3, Item 5: Desktop Publishing Workstation

It was agreed that the status of the South Yarmouth Community News Printer be investigated.

Michael Blank confirmed that most of the equipment was now being stored in St James Health and Resource Centre – presently not being used. We need to see whether it is fit for purpose.

5. **Action Plan**

The sub-group had met on two occasions to review the action plan in light of consultation feedback. The plan was approved by the Board with the following amendments and considerations:

Drug Use: We need to further explore the potential for community involvement in identifying solutions.

Dependency on Incapacity Benefit: We need to be aware of a new national scheme called Pathways to Work which is for Incapacity Benefit claimants due to start in December 2007

Estate Management: We will reword this action to look at Social Housing in general not just the Middlegate estate.

Sue Jermy raised the point that it was felt that some decisions around the development of the Micro-management model for Middlegate had been made without wider Board involvement. Other members of the Board echoed this and suggested that the proposed micro-management model for Middlegate be an agenda item for the next meeting.

Action: Middlegate micro-management an agenda item for the meeting on April 26th 2007.

Mental Health: It was suggested that we contact the Board of the Mental Health Trust to send a representative to the NM Board to discuss the current issues and proposed closure of Northgate Hospital.

Action: Contact Maggie Wheeler at Norfolk Mental Health Trust

A copy of the revised and final action plan is attached
Due to the absence of the Neighbourhood Manager and Officer it was agreed to defer this item until the next meeting.

John Hemsworth explained that the financial plan would alter significantly owing to year end spends and the costs of building work to 143 King Street falling into the next financial year.

Sue Jermy asked whether a carry-over above the anticipated 5% had been agreed. John Hemsworth explained that this decision currently

lies with the Norfolk Strategic Partnership. A case had been made by Tony via Great Yarmouth LSP. In realistic terms what we have not spent, we do not have and we have to plan our budget on that basis.

Action: Financial Forecast to be postponed to next meeting

Michael Blank went through the report in Tony and Rob's absence, and asked that John Hemsworth advise the board regarding the premises

- Premises

John Hemsworth advised that the lease had been signed for 143 King Street. Refurbishment work is due to start on 10 April 2007 by MS Oakes. The roof is now fit for purpose and all works should be complete by mid to late May.

It was suggested that a thank you letter be sent to Property Services, Architects and the Legal team to thank them for their support.

Action: Letter of thanks to be sent by RG

Proposal that a sub-group is set up to decide what is needed in the building. Agreed

- Communication Strategy

Rachel Elkin is still working with the team in the run-up to the launch of the centre. It was suggested that a launch date of around the end of May be achievable.

- Great Yarmouth People Event

Michael attended the event with members of the NM team. It was very well attended in spite of the weather and there were lots of activities for people to get involved in. Lots of people engaged in the ComeUnity stall. Well done to all involved.

- Community Grants

Some concerns were raised over the Small Community Grant for Friends of St Georges Parkway. Appraisers fed back that this application had been thoroughly appraised against the small Community Grant criteria and a lot of time had been spent discussing its merits. John Hemsworth added that he could understand the frustration, however the Neighbourhood Management Board agreed the process for appraising community grants and explained that if the criteria had not been met it could not be approved. Holly Notcutt explained that a letter has been sent to the Friends of St Georges Parkway and she is happy to support the re-submission on the bid.

- Street Scene visit to Cambridge 3/04/07

This will be aim exam a scheme (street cleaning) that is happening in Cambridge to see if there are any examples of good practice than can be developed in the neighbourhood.

- Grey 2 Green

The Board gave thanks to Holly and Jeanne who have worked

hard together to get this working.

Delivery Plan

Michael explained the need for a delivery plan to translate the action plan into what is going to be delivered and how the community will be involved in this process. It was suggested that a sub-group form to firm up this action plan.

Action: A sub-group be set up to examine the delivery of the Action Plan ; Carol Congreve, Michael Blank, Sue Jermy, Chris Chidlow, Mike Skipper and Rob Gregory to form part of the sub-group.

Joy Cosaitis and Michael Blank went on a Study visit to Bristol in March. Joy explained that it was a useful experience. Michael added that Bristol had had an advantage because they had a major financial kick start which we didn't. However, although it sounded very good, he was not convinced about the community engagement - Michael felt that we had got a much better model here, where the community can formally feed into the board.

Sue Jermy expressed concern on long distance visits which are difficult for people with other commitments. We need to be clear about who is going and why they are going. It also seems short sighted that we haven't planned a visit to Lowestoft to see their programme. Other members agreed and proposed that a visit be set up to Lowestoft.

Cora Batley also suggested organising for a representative from a different area to come and give a presentation, or for the people who attend the courses to give a talk to the board.

Action: A visit to Lowestoft to be organised – RG.

SHARP

A proposal had been received by SHARP to extend the Neighbourhood Management area to include the SHARP area.

Some concerns were expressed over extending boundaries again and therefore extending the work of the programme. Many members felt it necessary to concentrate on achieving some results in the area we have already defined.

Action: _Vote taken 2 for extending area 10 against.

Community Grants

Holly advised that she had produced a summary of grants. These had been appraised using the grant appraisal structures.

- The Haven Group – Amount applied for **£4,280.56**
- 1st Great Yarmouth Scouts - Amount applied for **£2,771.14**

Action: Proposed that these both be granted – Agreed

Training Opportunities

Michael alerted all to the National Neighbourhood Management Network Conference in Birmingham on April 26th

Action: Agreed not to send a delegate.

Sue Jermy asked if any correspondence was received regarding the National Neighbourhood Management Network. We need to ensure we get value for money through our membership.

Action: Look into what we currently receive RT

Sue Jermy asked for clarification as to the role of Rob in Tony's absence. John Hemsworth explained that in Tony's absence Rob will deputise. John explained that a temporary measure may need to be put in place to ensure that the work of the programme moves forward.

Chris Chidlow added that the resident members of the board were concerned about how some decisions were being made without wider Board involvement and that the Neighbourhood Manager ought to be accountable to the Board.

Sue Jermy suggested that there is now urgency for the programme to start delivering. As a board we need to keep abreast of what's going on and keep insisting that things move forward.

John Hemsworth suggested that there are some pressing issues which may need addressing. It was suggested that in the short term the Chair, Vice Chair John Hemsworth and Rob Gregory were given authority to approve any short term measures.

Action: Agreed

Next Board Meeting:

Date: **Thursday 26th April 2007, Christchurch**

Time: **12.30pm-2.30pm** (Buffet from 12 noon)

Future dates and times, all at Christchurch:

31st May 2007 10-12:30pm

28th June 2007 12-2:30pm (Buffet lunch included)

26th July 2007 10-12:30pm

30th August 2007 12-2:30pm (Buffet lunch included)

27th September 2007 10-12:30pm