



**Neighbourhood Management Programme
Board Meeting**

**30th. April 2009 – 12.30 - 2.30pm
Christchurch, King Street,
Great Yarmouth**

Attendees

Board members

Michael BLANK - Chair	Comeunity Forum/Resident
Valerie PETTIT – Vice Chair	Councillor – GYBC/Resident
Cora BATLEY	Comeunity Forum/Resident
Veronica CARVER	Comeunity Forum/Resident
Paul CHEESEMAN	Voluntary Sector Partnership
Joy COSAITIS	Comeunity Forum/Resident
Lorraine FINCH	Comeunity Forum/Resident
John HOLMES	Norfolk County Council
Des MCKEATING	GYROS
Bob PECK	Councillor – GYBC
Nick TUPPER	Norfolk County Council

Also present:

Leon DE BEER	Neighbourhood Officer
Ruth THOMPSON	Administrator – Minute Taker
Nick CARVER	Comeunity Forum/Resident
David HUTCHISON (Deputising for Michael COLLINS)	Community Connections
Bette GRAVES	Visitor
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
Terry EASTER	Councillor – GYBC
Jean FISHER	Comeunity Forum/Resident
Rob GREGORY	Neighbourhood Manager
Jamie MCGARRITY	Comeunity Forum/Resident
Jane RATCLIFFE	Executive Director - GYBC
Robert READ	Head of Policy & Improvement - GYBC
Gloria WEBB	Comeunity Forum/Resident

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**

Item 5. Working Group Report -Comeunity Pride – Pg.4
Blackfriars Estate - Seating

A board member asked if anything had been confirmed regarding the planned seating for Blackfriars Road

Action: Leon confirmed that this item has been included in the delivery plan. Cora and Leon to meet to discuss.

Item 9. A.O.B Fair Trade Agreement. Pg.4

John Holmes advised that for Great Yarmouth Borough Council to be a Fair Trade borough a motion to council is still to be carried out; this will be taken to the next council meeting.

5. **Finances** Michael Blank talked the board through the finance papers and Leon advised that a final breakdown expenditure will be brought to the May board meeting.

**Neighbourhood Management
Service Plan 2009/10**

	budget
EMPLOYEES	
Staff costs	103,000
Staff advertisements	0
Staff welfare	0
Staff training	2,000
Insurances	250
PREMISES	
Rent, rates and refurbishment costs	10,000
Utilities	3,150
Premises repairs and maintenance	5,000

Cleaning	4,500
Premises insurances	2,200
TRANSPORT	
Car allowance	150
SUPPLIES AND SERVICES	
Equipment	0
New technology	0
Equipment rental	0
Printing and stationery	1,000
Services	
Community Connections Workers	35,000
Partnership Costs	1,000
Communication Strategy	6,000
Postages	1,000
Telephones	5,000
Board development and training	3,000
Subscriptions	300
Middlegate Focus Group	10,000
Evaluation	5,000
Comeunity Builder Grants	5,000
Action Plan Comeunity Safety	6,750
Action Plan Comeunity Opportunities	
Action Plan Comeunity Pride	20,000
Action Plan Comeunity Together	20,000
Action Plan Comeunity Wellbeing	
SUPPORT SERVICES	
Departmental recharges	17,700
CAPITAL CHARGES	
Charges for use of assets	0
	<hr/>
	267,000
	<hr/>

INCOME	
SSCF (NE)	258,000
Hot Desking income	9,000
	<hr/>
TOTAL INCOME	267,000
	<hr/>
NET (INCOME) TO SUMMARY	0
	<hr/> <hr/>

6. **Comeunity Builder Grants**

Michael Blank advised the board members that the amount allocated for builder grants for 09/10 is £5,000. It was acknowledged other small grant schemes are available which could be presented along side the Comeunity Builder Grant as a package and information made available to applicants.

The proposal put forward was that the maximum amount of £1,000 to be allocated for each grant awarded.

Action: Board members agreed to the maximum amount of £1,000.00 per grant.

7. **Working Group Reports**

Leon gave an overview of the delivery plans and requested feedback from board members.

Comeunity Opportunities

- The group plan to continue monitoring and supporting the Target Opportunities Programme.
- Volunteering has been included in the neighbourhood delivery plan for 09/10.
- The group aim to co-ordinate and encourage linkages with future Working Neighbourhoods fund activity.

Comeunity Wellbeing

- The group were keen to explore ways in which to support the provision of a community kitchen facility at Great Yarmouth Library.
- A Resident Support Guide has been produced to act as a signposting tool for local residents during the current economic climate. Available for download www.comeunity.info
- Further Health Roadshows are anticipated for the summer.
- The Credit Union continues to be promoted. Hot

desk space continues to be offered at the Neighbourhood Centre.

Feedback:

Support Guide,

It was queried whether this was linked to the Great Yarmouth Borough Council web-site.

Bob Peck advised that the Borough Wide Energy Action Group are currently putting together a strategy which will provide residents information; this will be uploaded onto the borough Web-site.

Comeunity Pride

- The Louise Close Grey 2 Green scheme is complete with the Victoria Place scheme due for completion during the second week of May.
- A recent meeting held by the Carpark Steering group cast doubt over the finalisation of the Artillery Square scheme, although local residents and stakeholders are very keen to progress the project.
- The NEMO role continues to target hotspots for enviro-crime across the neighbourhood.
- The group are piloting a litter bin relocation project initially on South Quay.

Feedback: None

Middlegate Steering Group

- Middlegate Community Association has successfully opened the Tolhouse St Building- “The Middlegate Community Hut”, which will be open for residents of Middlegate Monday, Wednesday and Friday mornings.
- Current designs for Dorset Close and the multi-purpose Sports Area behind King Street are being consulted upon.
- The group have proposed a similar focus on the Barracks Estate. A meeting has been set with relevant stakeholders on the 19th May.

The remaining working groups meet over the course of the next month.

Dorset Close Playground

Information on this is displayed at the centre, and a consultation form is available for completion.

Michael Blank reported back that Veronica, Nick, Leon and he attended a meeting at Greenacre School regarding a central project of initial planning for a new school and how

involvement of residents can be developed.
The outcome of the meeting resulting in main suggestions put forward

- Important to engage with the community
- Important to Plan
- Link in with Community Development Worker

Feedback: None

8. **Community Cohesion** Michael Blank reminded the board members that the Neighbourhood Management board remained non-political. All cohesion queries to be referred to Holly, Community Development Worker, and facilitator of the Community Together Working Group. A discussion took place around Community Cohesion, it was agreed that it was important to build on bringing the whole community together through the Comeunity Together Working Group. Great Yarmouth Borough Council has entered a 'purdah' period in relation to the forthcoming County Council elections.

9. **Board Elections** Board members were asked to put forward their proposals for the election of a new chair and vice chair.

After a discussion around the roll out of the interim period of Neighbourhood Management programme it was proposed that Michael Blank continue to be chair and Valerie Pettit to continue her role of vice chair.

Action: The board agreed unanimously that Michael Blank continue as Chair and Cllr. Valerie Pettit continue as Vice Chair, to be reviewed at a future meeting.

9. **A.O.B.** Comeunity Forum meeting – Re: Flooding

At the recently held meeting a Community Flood plan was agreed, it was suggested that this should be developed further under the Comeunity Safety Working Group.

Action: Rob to follow up.

Meeting closed at 1.15pm

Next Board Meeting:

Date: **Thursday, 28th.May 2009 Christchurch, King Street**
Time: **10.00pm-12.30pm (LUNCH NOT PROVIDED)**