



**Neighbourhood Management Programme
Board Meeting**

**30th.October 2008 – 10.00am - 12.30pm
Christchurch, King Street,
Great Yarmouth**

Attendance

Board members

Cora BATLEY	Comeunity Forum
Michael BLANK - Chair	Comeunity Forum
Paul CHEESEMAN	Voluntary Sector Partnership
Joy COSAITIS	Comeunity Forum
Carol CONGREVE	Norfolk Constabulary
Lorraine FINCH	Comeunity Forum
John HOLMES	Norfolk County Council
Brian PARTRIDGE	Acting Head of Policy & Improvement - GYBC
Aurelio SPINOLA	Comeunity Forum
Nick TUPPER	Norfolk County Council
Gloria WEBB	Comeunity Forum

Also present:

Rob GREGORY	Neighbourhood Manager
Leon DE BEER	Neighbourhood Officer
Ruth THOMPSON	Administrator – Minute Taker
Veronica CARVER	Resident
Nigel WILLIAMSON	Web Designer

Apologies (received)

Nick CHESHIRE	Norfolk Constabulary
Jean FISHER	Comeunity Forum
Jamie MCGARRITY	Comeunity Forum
Bob PECK	Councillor – GYBC
Valerie PETTIT – Vice Chair	Councillor – GYBC

Not Present

Terry EASTER	Councillor – GYBC
Dan MOBBS	NORCAS – Drug & Alcohol Team

1. Welcomes Michael Blank – Chair welcomed everyone to the meeting.

Introductions were made around the room.

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 7 Forward Strategy – Pg.2

Rob advised the board that a letter of thanks had been sent to Tim Howard, Head of Regeneration & Environment, GYBC.

Item 6a Neighbourhood Management Re-Charges- Pg.4

Rob updated board of outcome of discussion with Seb Duncan, Head of Financial Services, GYBC regarding the re-charges; advising that an email had been received confirming that recharges had stood up to audit, had been signed off and they were not willing to re-visit.

Item 7 Staffing – Pg 7

Rob advised the board that 5hours of additional staffing had been agreed by Great Yarmouth Borough Council, enabling Karen Harvey from the Regeneration team to provide community engagement support around St.Georges Theatre and the SHARP 2 project.

Item 11 Lowestoft Together – Pg 8

Rob confirmed that Lowestoft would be hosting the Eastern NM network on 3/11/08. Staff members from Comeunity would be attending in the morning and would provide an overview of activities being carried out in Great Yarmouth. An invite was extended to board members to attend.

5. **Roll out of Neighbourhood Management**

Rob gave an overview of the proposed roll out of Neighbourhood Management post 2010. He summarised by advising that unlike the original programme introduced in South Yarmouth the plan is that this will take on a phased approach (refer to paper circulated at board). This will cover the location areas of:-

- Magdalen
- Cobholm/Southtown
- Coastal -Rural

John Holmes added that as the forum elects residents to

sit on the board a strong community partnership was required.

Michael Blank raised the issue of the need to encourage the residents to get involved in the working groups, Particularly where there have not been community partnerships in the past.

Action: Agreed and approved by board to endorse this overall roll out process.

6. Finances

Rob advised the board members that Alan Smith, Service Accountant for GYBC will provide an expenditure sheet for next board meeting (Departmental Recharges – An additional £5,000.00 needs to be incorporated.

Skate Park

Veronica Carver updated the board, advising that the consultation had received a positive overall response. Veronica confirmed that the total cost of the project was £150,000; a total of £120,000 has been secured from various sources i.e Youth Fund, GYBC. Other funding bids have been put forward. Contractors have been appointed and the council will be responsible for maintaining the site.

It was suggested that support could be obtained from a trial of participatory budgeting pilot project introduced for the whole county of (£200,000). Local residents come together around the county and decide how the monies are spent; conditions apply i.e. linkages to LAA targets.

Action: Neighbourhood Management will continue to work with the Skate Park to secure the remaining funds

7. Yourmouth Presentation

Paul Cheeseman updated the board on the outcome of recent meeting held regarding the forward strategy for the newspaper. The following points were raised:-

- The need to align better with the working groups
- Sponsorship obtained from the Out There Festival
- Real scope to sustain until April 2009
- Gain local sponsorship/adverts
- Funding required for Xmas Edition
- Review content/format

Michael Blank advised board members that a Middlegate Newsletter was being compiled based on the Respect Action Week and input from other service providers was required.

Rob asked Carol if there was a possibility that a contribution could be made by Norfolk Constabulary by way of the Respect Action Week follow-up publicity budget to the Middlegate newsletter (Voice) and Yourmouth feature. Carol confirmed that she would look into this.

Action: Agreed that Yourmouth to continue to provide an update at board meeting.

8. Measuring our Performance

Presentation provided by Leon De Beer (Neighbourhood Officer) who gave an overview of the monitoring systems. (refer to paper).

Leon summarised by adding that it is important to maintain systems on a regular basis and remain available to the recipients of the grants/projects either by telephone or in person, as it was a good way to measure the impact of project.

Michael Blank thanked Leon and added that this was an excellent system.

9. Comeunity Builder Grants

None presented to the board.

Paul Cheeseman advised that the PCT also have a small grants scheme running. Therefore perhaps Comeunity Builder grants need to be targeted to specific groups and more promotional work is required, Paul added that Norfolk Voluntary Services could assist in promoting.

Action: Suggest that Comeunity link in with the Gt. Yarmouth & Waveney PCT.

10. Resident Nominations for SHARP 2

Rob updated the board following on the bid for development of SHARP2, and the request for one resident to stand advising that there will be a monthly project board meeting likely to commence in 2009.

Lorraine Finch and Gloria Webb both expressed an interest in sitting on that board.

Action: Rob to follow up with SHARP 2 Board with regard that 2 residents have expressed an interest.

11. A.O.B.

St. Georges Chapel (Theatre)

Michael Blank gave an overview of the recent meeting he attended.

A discussion took place around the proposals submitted for the use of St. Georges.

It was agreed that flexibility of use within the building, community input and feedback on the proposals is important.

Next Sub-Group meeting to be held on 28/11/08, chaired by Peter Wilson from the Theatre Royal, Norwich. The wider community will be informed of the outcome of the bid.

Action: Michael Blank to take forward comments regarding lay-out of outside perimeter.

Development Session

Community to host a Development Session on Thursday 18/12/08 at the Priory Centre, 12-3pm. In the Noble Hall. This will include Xmas lunch. Invitation to be extended to board members, volunteers, team members and drop-in providers of the centre.

Action: All Board members, to be contacted, Jeanne to follow up with volunteers

Respect Action Week

The Middlegate Estate Action Plan was launched on Friday 25th. October 2008, as part of Respect Action Week. A comprehensive programme with various agencies was undertaken.

Out There Festival.

This event starts tomorrow.

The Neighbourhood Centre will be open over the weekend acting as a host for artistes performing at the OutThere festival.

Meeting closed at 11.55am

Next Board Meeting:

Date: **Thursday 27 November 2008 Christchurch, King Street**
Time: **12.30pm-2.30pm (LUNCH PROVIDED from 12noon)**