



**Neighbourhood Management Programme
Working Group – Comeunity Opportunities
South and Central Yarmouth
Held 22nd May 2008 - 2.00pm – 4.00pm
At Neighbourhood Centre, King Street, Gt. Yarmouth**

MINUTES

Present

Cora Batley	Resident	South Yarmouth Community Partnership
Lisa Irving	Education Co-ordinator	Gt.Yarmouth Community Trust
Simon O’Leary	Development Worker	Target Opportunities – Voluntary Norfolk
Valerie Pettit	Councillor /Resident	Great Yarmouth Borough Council
Julie Stevenson	Development Officer	Rainbow Saver Anglia Credit Union

Also present:

Rob Gregory	NM Manager Facilitator	Comeunity Neighbourhood Management
Ruth Thompson	Administrator	Comeunity Neighbourhood Management

Apologies

Paul Cheeseman	Co-Ordinator	Voluntary Norfolk
Marie Peck		CAB

1. **Welcomes/
Introductions** Rob welcomed everyone to the meeting, introductions were made around the table

2. **Project Scoping** Target Opportunities

Simon O’Leary updated the meeting advising the group of the following -

- Service Review completed; self assessment of clients to be finalised.
- Development of volunteers is moving forward, there is ongoing training planned for volunteers where they will provide a CV and drop-in service for the clients.
- Voluntary opportunities linking into their present experience

Simon added that the initial outreach engagement work has been put on hold as there has been an excellent response to Target Opportunities since being based at the Neighbourhood Centre, making a difference to the unemployment level.

Action: Continue to monitor

Yourmouth

Valerie Pettit updated the group and added that she was disappointed that there had not been more response. Lisa responded by saying that the Soft Skills workshop being held at the Priory might generate interest and recruitment.

Simon added that need to look at developing wider media formats to create sustainability of the newspaper.

Soft Skills training

Lisa Irving from the Priory presented this item on the proposed pilot, College in the Community, and added that an evaluation is completed at the end of the training workshop summarising and action planning.

Lisa added that the workshop to be held on numeracy/literacy and creative writing might generate interest and recruitment for Yourmouth newspaper.

Action: Simon O'Leary to attend relevant workshop. Also need to link in re healthy eating as discussed at Comeunity Wellbeing working group meeting.

Credit Union

Julie Stevenson updated the group on the current work being undertaken

- Maintain partnership working
- Referrals from CAB direct will be undertaken
- Child Poverty Initiative (Informal workshops) held on 2/06/08
- Volunteer training for collection points.
- Radio media cover
- Plan to target Peggoty Road Community Centre

Middlegate Estate

Leaflets were distributed in the area, but there was a disappointing response.

Action: Further discussion to be undertaken with Credit union.

Citizens Advice Bureau

Rob advised that the availability of their services had been reviewed and opening times for the CAB are as follows:-

- A drop-in service is available Monday-Thursday
9.30 – 12.30pm
- Appointments are available in the afternoons.

There is to be an outreach facility available at the Neighbourhood Centre.

Software would be installed on a computer; this service would provide access for the public. The cost for this would be around £100.00.

Action: The amount was agreed by the group. This proposal to be taken to the next Neighbourhood Management board meeting on 29th May 2008 for ratification.

Benefits Transition Pilot

- CAB to provide benefits training to organisations.
(Please refer to paperwork attached)

Action: Group agreed the costings of £350. Recommended that this be presented to the board at the next Neighbourhood Management board meeting 29/05/08 for ratification.

3. **Making it SMART** Delivery Plan will be updated to include finances and targets.
4. **Communications** There will be an opportunity to run an Opportunities marketing campaign.
Action : Group to review ideas for Comeunity Opportunities advertising campaign.
5. **A.O.B.** None
6. **Time/Date of next Meeting** Date: 13th.August 2008
Time: 10am - 12 noon
Venue: Neighbourhood Centre, King Street