



Partnership Board Meeting Minutes



Meeting held on
Thursday 12 January 2023
10am-12noon
Chalvedon Community Centre

In attendance

Keith Bobbin, Resident Member	(KB)
Gill Buttwell, Project Support Worker (minute taker)	(GB)
Tracey Griffith, Coordinator/Resident Member	(TG)
Paul Nagle, Resident Partnership Chair (meeting chair)	(PN)
Carole Turkson, Resident Partnership Vice Chair	(CT)

Apologies:

Peter Dickson, Resident Member	(PD)
Michelle Fairchild, Community Development, Basildon Borough Council	(MF)
Andy Florence, Resident Member	(AF)
Ashley Gillam, District Youth and Community Commissioner, Essex Youth Service	(AG)
Simon Johnson, Chief Officer (BBW CVS)	(SJ)
Jan Stobart, Big Local Representative	(JS)

Meeting started: 10.04

Declarations of Interest: KB as governor of Northlands School. PN TG & GB as Youth Club employees.

The minutes from the Partnership meeting held on 1 December were reviewed and AGREED.

UPDATES:

Annual General Meeting

Members agreed that holding the AGM following the December Partnership meeting had worked well and it had been successful. A number of local residents and volunteers had attended and it had saved the partnership £50.00 on hall hire. PN felt that the Chair/Vice Chair voting procedure, handled by JS, had gone well. The 2023 AGM will be held at the end of the September Partnership meeting.

Pitsea Community Christmas

KB reported that he felt the event had been very successful, with more people and he had seen lots of interest at the Heart of Pitsea stand. He stated that Ethan had done a brilliant job comparing the event. The entertainment displays had been very good and had attracted lots of families - at one point the area had been packed with people. PN has received good feedback from Basildon Academies following their pupil street dance performance at the event. TG reported that 11 organisations had attended: Basildon Heritage; Basildon & Pitsea Carnival Association (who facilitated the stage/entertainment area and brought their Santa & Sleigh); BBW CVS, Essex Fire Service had come along with a fire engine; The Craig Tyler Trust;

Basildon Neighbourhood Watch; Basildon Community Policing Team; Peabody; Essex Youth Service; Despite All The Odds (Domestic Abuse); Essex Library Service Outreach. Basildon MP Stephen Metcalfe and Deputy Mayor Councillor Yetunde Adeshile had also attended. Basildon Creative People and Places had provided a Santa in a motorized armchair with his Elf in the morning (FOC) before the Pitsea Carnival Association Santa arrived in the afternoon. Pitsea Library had reported that over 400 people had visited the library to take part in their Christmas Crafts activities and had really appreciated the help that Ash from Youth Younity had provided by volunteering. KB and AF had volunteered on the HoP stall all day and Youth Forum member Ollie had volunteered and had taken photographs. It was felt that the 50p rides were placed in a good position and TG reported they had raised £269.00. The company that supplied the rides had been great and very helpful - even providing a pop-up shelter free of charge for one of the community organisations who arrived without one. An event evaluation meeting has been booked and all attending organisations have been invited, as 2023 will be the last event organised by Heart of Pitsea and future sustainability needs to be discussed.

HoP Volunteers certificate/gift vouchers

Certificates/gift vouchers for volunteers had been agreed by the resident partnership. TG reported that she had presented the printed certificates and £10.00 vouchers (for Pearl and Elaine) and £25.00 vouchers (to Ethan and Ollie) as a thank you for all the hours they volunteered to Heart of Pitsea last year.

Men's Shed

Planning permission decision from Basildon Council is still awaited and should be received by 26/27 January. TG had received no response from companies contacted for quotes for a metal structure - perhaps because the structure is too small. A wooden structure may need to be discussed. The Men's Shed Trustee board/team to be set up and responsibilities to be agreed. Fencing, shutters and an alarm to be considered.

ACTION: The Craig Tyler Trust to be invited to a Partnership meeting in March 2023.

A.C.T.I.O.N. Crime Awareness Project

The pre-Christmas pop-up had been postponed due to GB illness and will now be held on Monday 23 January.

A conference is being planned at The Place this spring and will cover domestic abuse (the focus for this year) and other crimes covered within the A.C.T.I.O.N. project. A podcast on illegal money lending has been made and 4 films are being produced which can be used at the conference. Ex-offender David Johnson to be approached as a speaker.

TG still awaiting response to offer of free year ex-offender assembly talk from Basildon Academies. Maple Grove have reported good feedback on The 2 John's talk, which had been delivered to 75 pupils. The 2 John's could be booked for the year 5's in September?

A.C.T.I.O.N. website page is still in the pipeline.

ACTION: TG to contact young person who is writing content for a film on fear of crime.

Tuesday Walk & Talk

TG reported that currently 9/10 members attend the Tuesday walk and that they chat on WhatsApp and meet each other on other days. The walk will be advertised when the weather improves.

Pitsea Pots Group

CT attends the group and there are currently 4/5 members. Market stallholders aren't placing items/rubbish in the pots although the group regularly clear out litter. Some plants have been pulled out but generally the pots are looking nice.

Strike The Right Note Music Quiz

Quiz night booked for Friday 24 February. 4 tables already booked. 2 more quizzes booked for this year.

Youth Clubs

Youth clubs returned on Wednesday 4 January. The older group had 24 attendees and members were more engaged and the session was quieter. A meeting will be held on 23 January to set up activities for the first quarter. An Essex Youth Service detached session and a magician were suggested for the older group. Non attendees from both youth groups will be removed from the register and their forms to be retained for if they return.

Youth Forum

PN informed the meeting that the Youth Forum are aiming to spend out by December 2023. Northlands School had reported that The Youth Forum creative project will compliment a planned visit to the National Gallery in London. This project will also be offered to Maple Grove School. A Youth Market Challenge event will be organised for the Spring (date to be agreed with Pitsea Market) with 3 teams if possible. The Northlands History Wall Project is still in the pipeline.

Young Climate Change Ambassadors

The YCCA logo has been designed (by GB) and members have asked for some flowers to be removed. The energy saving campaign leaflet has been created (by GB) and 5000 will be printed and delivered locally. The first 2023 YCCA session had looked at the UN climate change goals and members had worked on how they could use some of the low-key initiatives at home. The group have been 'guerrilla planting' bee-bomb wildflower pellets locally and will begin work on the veggie patch near to Maple Grove school. Perhaps they could deliver a workshop at Big Local Connects and/or attend a climate change event?

ACTION: GB to remove some flowers from the YCCA logo.

Review of the HoP monthly finance reports

The monthly finance reports were reviewed and no problems were found. TG pointed out that as the 'profit and loss' sheet includes all transactions since April 2022, it is too long to read through/print.

ACTION: TG to request that the CVS Finance Officer reduces the 'profit and loss' sheet to cover only the last 3 months.

Legacy Park - tree planting

TG informed the meeting that Basildon Council had suggested planting a *Prunus Campanulata* (Cherry Blossom) tree and that the cost to supply and plant, with a steel guard around the trunk, would be £682.00 + VAT.

AGREED: All resident members agreed that this was too expensive and voted not to go ahead with the quotation.

Legacy Park - tandem swing seat replacement

TG reported that Basildon Council can't source an alternative tandem swing seat to prevent young people getting stuck and could only replace it with the previous design.

AGREED: All resident members agreed to Basildon Council replacing the tandem swing seat one final time.

Legacy Park - benches x 2

Basildon Council will be installing 2 metal benches with replaceable recycled slats. They will be placed on concrete bases between the basketball net and the park. This will be funded by Heart of Pitsea.

Next meetings (all 10am-12noon at Chalvedon Community Centre):

Thursday 9th February

Thursday 9th March

Thursday 13th April

Thursday 11th May

Thursday 8th June

Thursday 6th July

Thursday 3rd August

Thursday 7th September + AGM

Thursday 5th October

Thursday 2nd November

Thursday 7th December