



Partnership Board Meeting Minutes



Meeting held on
Thursday 9 March 2023
10am-12noon
Chalvedon Community Centre

In attendance:

Keith Bobbin, Resident Member	(KB)
Gill Buttwell, Project Support Worker (minute taker)	(GB)
Peter Dickson, Resident Member	(PD)
Michelle Fairchild, Community Development, Basildon Borough Council	(MF)
Andy Florence, Resident Member	(AF)
Tracey Griffith, Coordinator/Resident Member	(TG)
Simon Johnson, Chief Officer (BBW CVS)	(SJ)
Paul Nagle, Resident Partnership Chair (meeting chair)	(PN)
Carole Turkson, Resident Partnership Vice Chair	(CT)

Invited guests:

Faye and Kylie from The Craig Tyler Trust

Apologies:

Ashley Gillam, District Youth and Community Commissioner, Essex Youth Service	(AG)
Jan Stobart, Big Local Representative	(JS)

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

The minutes from the Partnership meeting held on 9 February were reviewed.

UPDATE on 9 February minutes:

Youth Forum

PN pointed out an error in the Youth Forum section of the minutes: 'when PN had visited Northlands he was pleased to see the 'Super Cool Super School' project canvas paintings (not the Poo Patrol Posters) displayed in the school.

ACTION: GB to amend Youth Forum section of 9 February minutes.

TG informed the meeting that The Youth Market Challenge event date has now changed to Saturday 3 June.

ONGOING: MF to send contact for the Southend, Essex and Thurrock Domestic Abuse Partnership to contact as possible speaker for the A.C.T.I.O.N. crime awareness event.

ACTION: TG to investigate contact details for the Ikbo Community Group.

The minutes from the Partnership meeting held on 9 February were AGREED.

PROJECT UPDATES:

Men's Shed

Planning permission has been received from Basildon Council. TG has received a verbal quote for a metal structure of £87k, which the meeting agreed was too high.

TG and PD have investigated the following:

TG (wooden structure). A thick-walled log cabin with an apex insulated roof, 25ft long x 13ft wide, with 3 double windows and 2 single doors. Internally, it would have a partial wall opening to allow the installation of bifold doors, to provide 2 separate spaces. Cost £23,481 (including VAT).

PD (metal structure). A bespoke, galvanized metal shed with a floor that would need concrete footings (not a concrete base). Slightly smaller in size, 12ft x 23'3ft but the same design as the log cabin. Cost approximately £10,500 (plus the cost of window shutters and insulation).

Negatives considered - the log cabin could pose a fire/arson risk and the metal shed structure might not be robust enough.

It was felt that a metal structure would be best and TG would carry out further investigations.

Cost/additional funding - Faye suggested looking at local companies that might provide support as a 'Big Build' community project and kindly offered to put out a social media call to action. SJ suggested investigating additional funding from Veolia and The Community Initiative Fund.

ACTION: TG to carry out further investigations for a metal structure. Faye to put out a social media call to action.

AGREED: Further research/information to be collated by end of March and final decision on the viability of the Men's Shed project to be made.

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

The A.C.T.I.O.N. website page has been populated, has gone live and has been promoted on Facebook.

The A.C.T.I.O.N. crime awareness event will be held at The Place on Saturday 13 May, 1pm-4pm. TG and GB have invited a number of organisations to host stalls/speak at the event including Changing Pathways, Basildon Community Policing Team, Neighbourhood watch etc. Speakers to be arranged - possibly Paul from the Youth Offending Team, Matt from Stop Loan Sharks and a representative from a domestic violence organisation. A survey and a competition will be created for the event.

The national bike registration organisation 'Bike Register' have offered free bike marking kits.

The Youth Yunity project will commence over Easter, with a mobile bus running music workshops at legacy Park. Crime safety workshops will be delivered at Northlands/Maple Grove Primary schools during the spring term.

GB and TG will be running an A.C.T.I.O.N. pop-up on Monday 13 March.

Strike The Right Note Music Quiz

The quiz night was a great success, with 11 teams and raising £130.00. St Luke's Hospice are interested in joining forces on the general knowledge quiz in November. Comments received - perhaps use a microphone and reduce the amount of questions? The next quiz will be a Film and TV Quiz on Friday 6 June.

Young Climate Change Ambassadors

An external organisation, Universal Roots, are delivering 4 wellbeing sessions at The YCCA group (as wellbeing was part of the funding agreement from Basildon Council). The 1st session (held on Wed 8 March) went well. The group had been encouraged to create a drawing whilst the workshop ran and these will be put together as an art collage at the end of the project.

Walk & Talk Group

Skylar from 'The Pitsea Treasure Hoard' project had visited the walk and talk group to ask if members would like to contribute anything they have collected. TG had loaned her stamp collection and they had been included in an exhibition in the foyer at Pitsea Leisure Centre and will be added to an online 'show and tell'.

Walk & Talk will be promoted in the Spring when the weather improves.

Heart of Pitsea Exit Planning Workshop

Men's Shed project

TG stated that she will take forward the creation of the charity, the project business plan and the shed volunteer team.

The Craig Tyler Trust have expressed an interest in renting space within the shed 2 days per week, but it is unknown if their new base within the old café area at The Place may affect that.

The meeting discussed how many days/weekends the shed might open and if 2 volunteers should be working in case of an emergency or for lone working safety reasons.

Youth Clubs

TG stated that the viability of the youth clubs would be challenging due to the high costs involved for venue hire, staffing and resources (approximately £12,000 per year). Bar N Bus could potentially continue their sessions outside The Place and we could encourage Essex Youth Service to bring their bus occasionally, but this might cause a safety issue for young people and would not include younger children.

General

GB stated that she felt the partnership should start to communicate the end of Heart of Pitsea with stakeholders and within the community and that Pitsea Library have offered the use of a display board.

The meeting felt that more needed to be known about whether any money remaining in projects could be repurposed and if a new plan could be made to extend Heart of Pitsea for a short period beyond the March 2024 finish.

The Resident Members felt that they wouldn't want to carry on as volunteers of a 'project group' (i.e. for Youth clubs/summer & Christmas events) after the Heart of Pitsea ends. TG stated that she would be leaving as Project Coordinator at the end of March 2024.

It was agreed that the viability of the Men's Shed project will be crucial in the decisions for the Heart of Pitsea Exit Plan. It was suggested that a separate Exit Planning meeting should be arranged once the Men's Shed situation is known.

Review of the HoP monthly finance reports

ACTION: TG to clarify the various payments for laptop insurance.

Anything Else?

First Aid Course 24 March

SJ informed the meeting that 2 spaces were available for the First Aid Course, being held at The George Hurd Centre, on 24 March.

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

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