



Partnership Board Meeting Minutes



Meeting held on
Thursday 13 April 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)
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)
Jan Stobart, Big Local Representative	(JS)
Carole Turkson, Resident Partnership Vice Chair	(CT)

Invited guests: George from Essex Youth Service. Youth Forum members: Ethan, Oli, Alex and Lukasz.

Apologies:

Michelle Fairchild, Community Development, Basildon Borough Council	(MF)
Ashley Gillam, District Youth and Community Commissioner, Essex Youth Service	(AG)

MEETING STARTED: 10.05

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 March were reviewed and AGREED.

PROJECT UPDATES:

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

The A.C.T.I.O.N. crime awareness event will be held in the main hall at The Place on Saturday 13 May, 1pm-4pm.

TG and GB have invited crime-related organisations to host stalls/speak at the event. A number have declined. Neighbourhood Watch, Basildon Community Policing Team, Basildon Council Resident Involvement Development Team, Lads needs Dads and Against All The Odds (domestic abuse charity) have accepted. Essex Police Fraud Squad are also expected to attend and also to submit a proposal to buy giveaways for the event and other crime awareness events in the Heart of Pitsea area.

There will be a film corner, free refreshments, giveaways and a crime survey (available online and in hard copy) which has had input from Essex Police.

The Illegal Money Lending Team 'Stop Loan Sharks' have offered the loan of their 'shark' suit for the event - Ethan would be prepared to wear it.

TG asked if resident members and the Youth Forum members would help on the day with the tables for refreshments/Heart of Pitsea/Leaflets/survey.

Podcasts with the Youth Offending Team and Neighbourhood Watch will be arranged shortly.

Youth Clubs

Club attendance per week is currently around 12-15 for Little Monsters and 25+ for Youth Younty. A magician was booked recently and the younger group really enjoyed their session. Oli reported that the magician was very good at the older group session. The youth forum will be providing funding to replace damaged youth club resources. Ethan reported that the table tennis table needs repair. Greggs are still donating end of day stock to the older group, which is very popular.

Youth Forum

The youth forum members reported that they are working on an art exhibition project with Northlands School called 'Past, Present & Future' and that the Northlands 'History Wall' project had been held up due to the school changing the position of/awaiting a new quote for the installation.

A Youth Market Challenge will be held on June 3. Maximum of 3 teams. Basildon Young Commissions are taking part. TG looking into a 3rd team.

The youth forum's 'Experience & Extras' project will be providing funding for the choreography of a Basildon Academies production. The school will be providing forum members with free tickets to see the show.

Easter Trail

GB informed the meeting that the Easter Trail had been completed by approximately 20 young people and that great feedback had been received. Some youth club members took part. The trail had been a 'What Am I' solve the riddle hunt, with posters dotted around the HoP patch; in the Legacy Park & Nature Zone, outside the Chalvedon Community Centre, on Elm Green, outside Maple Grove School and in Pitsea Library, R&R Carpet Shop, Rosie's Café, Jet Wheel Tyre and World of Flowers. All participants received an Easter egg prize.

Review of the HoP monthly finance reports

TG reported that Norton had provided a partial refund of £72.23 for the extra anti-virus account set up in error. PN asked that the payment of £96.00 to Pipe Media (for the A.C.T.I.O.N. project website page) be moved from the A.C.T.I.O.N. project budget to the general Partnership Communications budget.

ACTION: TG to ask CVS Finance Officer to reallocate the payment of £96.00 to Pipe Media, from the A.C.T.I.O.N. project budget to the general Partnership Communications budget.

Men's Shed

TG reported that PD had researched a metal shed at a cost of approximately £10k. The company would deliver as a flat pack and erect the structure, with a 3-month lead time. The

structure would then need insulating and boarding. GB reported that a local retired electrician is interested in getting involved.

Basildon Council has provided a 5/6-year rolling lease for the land, a copy of which has been given to our solicitor. JS felt that Local Trust would be happy with a short lease, but funders of things like equipment/core costs may want assurances for a longer term.

A discussion took place around additional costs, i.e. solicitor's fees/PAT testing/fire equipment + testing/insurances. JS suggested that the landowner can charge 'insurance rent' to include insurances.

It was felt that by widening the wording of the 'Charity Objectives' of the Men's Shed charity application, it could broaden it to include other legacy projects, i.e. Walk & Talk and Pitsea Pots.

AGREED: Residents agreed to continue with the Men's Shed project.

ACTION: TG to share the wording of the Men's Shed charity application and to submit the charity application before the end of April.

The Men's Shed CIO will have 4 trustees: PD (Chair); TG (Treasurer); KB (Health & Safety & Policies Officer); AF (Secretary). Locality are helping with the charity set up.

JS informed the meeting that any unspent Men's Shed project funding leftover when Heart of Pitsea Big Local closes, can be transferred to the Men's Shed CIO as a grant, but must be allocated to be spent by March 2026.

Anything Else?

Following the Men's Shed discussion, the meeting discussed the following:

Before/after Hop close out:

- Look into transferring the youth clubs to another organisation, perhaps providing a 1-year grant to support.
- Activity funding can be put into the HoP bank account.
- PN is happy to help with funding applications to support the Men's Shed and other legacy projects.

Local Trust Update

JS informed the meeting of the following Local Trusts events:

- Big Local Connects - East Midlands Conference Centre - 27-28 October.
- Crowd Funding - Zoom Session - 20 April 10.30-12.00
- Social Media - Zoom Session - 24 April
- Engaging Communities - Zoom Session - 27 April 10.00-16.00
- Looking Beyond The Foodbank - Bristol - 1 June

The learning programme can still be accessed by the Heart of Pitsea Partnership following close out. One person can stay on the Big Local workplace to get information.

BBW CVS Update

SJ informed the meeting that the BBW CVS are keen to be involved with the A.C.T.I.O.N crime project going forward.

The BBW CVS are now providing support to hospital discharge patients.

Meeting ENDED: 11.49am

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

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