

WeBigLocal Group Meeting, 5th March 2014

Apologies

Bob Barker and Sharon Dickson

Present

Caroline Hellier – Chair Person and resident

Darren Pratt – resident

Sean Nye – resident

Richard Shaw – Portsmouth Housing Office

Fran Davis – Big Local Rep

Tim Houghton – Chief Executive, Community First

Mandy Harris – Community First

Ann Waters – resident and Acorn Centre Trustee

Michelle Wilding – WeBigLocal Community Development Worker

Karen Clark – Asda Community Worker

Val Hartridge – resident and Acorn Centre trustee

Kara Palmer – Cowplain Schools Cluster Coordinator

Laura Bevis – Havant Borough Council Community Development Worker

Chair's Comments

Caroline summarised WeBigLocal's recent activities, to include; two rounds of our Community Chests, the Community Profile and film and the upcoming Community Chest. Caroline emphasised the need to look ahead to steps three and four of the Big Local pathway and in particular the WeBigLocal plan.

Caroline has proposed that Fran as Local Trust Rep and CFHEH, as the LTO work with the group to develop the constitution, Terms of Reference etc. ie Step Three of the pathway. It was noted that by the next meeting some clarity could be given as to what does the We Big Local partnership board mean and invitation to join the partnership board, with a proposed board in place by June. It was noted that this is a very exciting time for Wecock Farm residents.

Community Development Report

Michelle updated the group on the success of the photography and art competition which had taken place the weekend previously. There were plenty of pictures submitted which showed the estate in various ways and really highlighted the vast amount of woodland around Wecock Farm. The pictures will be used to illustrate the Community Profile.

Michelle commented that her focus was now on producing the Community Profile and promoting the Community Chest to new groups and residents, supporting them in their applications. It was felt that residents may lack confidence in applying for funding and Michelle asked the group to spread the word of the funding available and that assistance could be provided for anyone wanting it.

Finance

Fran explained to the group that once the £20,000 'getting started' fund had been allocated; the group could access £18,000 'pathway funding' which is drawn down from the £1 million. Fran noted that the application process to apply for the £18,000 draw was quite light and Tim offered to support in its application.

The group wished to discuss the WeBigLocal Community Development Workers contract which is due to end on the 14th April. Michelle Wilding left the meeting for this discussion.

According to the most recent finance sheet, there is a type error in the Communication spend with £1,500 being spent rather than the £1,200 reported.

It was confirmed that there was funding left in the £20,000 to extend Michelle Wilding's contract. The group discussed the merits of extending the contract for a further two months at a cost of £2,600, Caroline asked if we could have the option to access the £2,000 'plan funding'. The £2,000 could be used to contract out to a consultant, at this time it was felt the plan could be completed using the skills of Michelle, members and advice from partnership agencies. Guidance about drawing up the plan may be part of any Local Trust events being held. Fran advised that there is plenty of guidance on Local Trust website. Richard felt that a consultant could be explored.

By accessing this additional funding We Big Local could formulate a good and thorough plan and not use a consultant and keep Michelle in post until July. The plan once completed and sent to Local Trust would take four weeks to approve. The group would then have a strong case to draw down the £18,000. The group decided that Michelle's contract should be extended in order to finish the plan and get us to the end of step four, rather than simply extending the contract for a further four to six weeks. The We Big Local residents / board will keep the business of We Big Local ticking over the summer holidays and attend any local events and possibly get out on the street promoting litter picks, street meets etc. Beyond September 2014 there

will then be need for a project manager to move on with We Big Local. There may need to be other posts such as admin worker. Reviewing these post and starting advertising could happen in July for the September start date.

It was proposed that the group extend Michelle's contract by three months until 17th July and we would need to access the £2,000. This proposal was put to Michelle and to discuss with CFHEH.

Communications

Sean updated the group on the new website which is now up and running. Sean will set up passwords and provide training to be able to use it. Michelle suggested asking Sharon Dickson if she would become the group secretary to assist with admin, and if the training could be extended to her. The group felt this would be a good idea.

It was agreed that an editorial group should be set up to produce the Community Profile which is currently in an early draft form. The group will consist of; Sean Nye, Fran Davis, Michelle Wilding, Sharon Dickson, Bob Barker, Caroline Hellier and Laura Bevis. The group have agreed to meet on Tuesday 11th March at 6.30 at the Acorn Centre to discuss.

Sean reported that the film profile is going well with lots of interviews planned in the week ahead. The film will be reviewed by the Communications group.

Sean stated that he would be sending out an email to ask for volunteers for the Asda Event (to be held around the Easter weekend). Caroline offered to collate a list of volunteers.

Training Opportunities

15th March – Social Investment Event at the Acorn Centre, 10.30am–3pm

20th March – Michelle and Caroline are attending a Big Local 'Chair and Workers' event in London

Caroline mentioned other Big Local events that were taking place on the 9th and 17th May.

The group agreed it would be good to have a 'volunteer' training day. Michelle will discuss with Richard Shaw, Caroline Hellier and Mandy Harris.

Laura Bevis wished to clarify that the original training budget had now been reallocated within the getting started budget. This was clarified, but the group said they would access any free training if possible.

Community Chest

The group discussed the upcoming Community Chest which, due to the time restraints on the Community Worker (prior to the contract extension), it was decided would be held in place of the Big Local Meeting on the 2nd April.

The group discussed changing the funding criteria to encourage more application from residents around the estate and for the money to be spread out geographically. Being mindful that the upcoming round had already been announced and applications had been sent out the group decided to;

- Make individuals aware that an organisation will be available to hold the funding for them and should not be a barrier to applying.
- Promote to residents and encourage them to think of a project to benefit their road
- Michelle to put some text together for Sean to create a poster.

Next Meeting

The group decided that there is a need to have a Big Local Meeting in April and therefore, due to the Community Chest, the **next meeting will be Wednesday 9th April, 7pm at the Acorn Centre.**

Additional Meeting Dates:

25th March, Communications Meeting 11.30am, Acorn Centre

26th March, Finance Meeting 7–8pm, Acorn Centre

2nd April, Community Chest Event 7–9pm, Acorn Centre

9th April, WeBigLocal Group Meeting, 7–8.30pm, Acorn Centre