

WeBigLocal Group Meeting

6th November 9.30am-12.30pm Acorn Centre

In Attendance

Fran Davis – Big Local Rep (Chair of Meeting)
Michelle Wilding – Community Development Worker, WeBigLocal (Minute Taker)
Katie Hyett – Volunteer for the Acorn Centre
Laura Bevis –Community Officer, Havant Borough Council
Ann Waters – Wecock Farm resident and Trustee of the Acorn Centre
Sean Nye – Wecock Farm resident
Vicky – Wecock Farm resident and Motiv8 representative
Caroline – Wecock Farm resident and Portsmouth City Council Service Manager
Clara – Cowplain School Cluster Coordinator
Fred Monk – Off The Hook fishing group
Richard – Off The Hook fishing group and volunteer at the Acorn Centre
Gabrielle – Wecock Farm resident
Lyn Balmer – Wecock Farm resident and Trustee of the Acorn Centre
Darren Pratt - Wecock Farm resident
Olivia McFarlane – Action for Children, Links Outreach Worker
Julia Staves – Action for Children, Links Outreach Worker
Mandy Harris – Community Development, Community First

Actions

No	Key minutes/actions	Progress/completion date
1	Action - The group asked that the Community Chest and future meeting dates be promoted by flyers and posters being placed around the estate	
2	Action - volunteers to take on some of the publicising by taking on designated areas to place posters/flyers. (Please see Appendix at the end of the minutes)	
3	Action – Michelle to discuss a monitoring form for the Community Chest with Mandy	
4	Action- Michelle to send application forms to Olivia and John from Billy’s Lake Project.	
5	Action – Michelle to meet with Communications sub-group to discuss activities.	

6	Action – the group agreed to the running of a crèche on a trial basis for future We Big Local group meetings..	
7	Action – WeBigLocal Volunteers to ask Michelle for Business Cards if they need them.	
8	Action – engagement with school councillors should be focused at Woodcroft and Hart Plain School.	
9	Action – Michelle to put together the activity and work with Sandie at Motiv8 and Clara for Woodcroft school to engage with the youth.	
10	Action – Michelle to try and liaise with Sandie Davis from Motiv8	
12	Action – Michelle to liaise with Sean and the Communication sub-group	
13	Action – If anyone knows of anyone who would like to volunteer on the communication sub-group and in addition, to be involved in writing of the community profile, to get in touch with Michelle.	
14	Action – the group agreed to delegating responsibility to Michelle and Sean and for funding to be spent on the film project.	

Agenda

1. **Apologies** from Sandie Davies, Gerald Shimbart, Elaine Shimbart, Caroline Hellier, Anna, Donna, Adam and Karen Clark
2. **Welcome**
3. **Update from WeBigLocal Community Development Worker**

Michelle Wilding informed the group that a Plan of Action was now in place and she had been busy meeting with various residents, groups and agencies.

A Facebook page has now been established which can be found at www.facebook.com/webiglocal. It has proven to be a popular way to communicate with over 50 people following it and an even wider reach through 'sharing'.

Michelle reported that the Community Chest was ready to be launched, with paperwork available with immediate effect. **Action - The group asked that the Community Chest and future meeting dates be promoted by flyers and posters being placed around the estate** to encourage further community engagement.

It was suggested that a monitoring form be produced which is given to successful applicants and ask them to include a photo. **Action – Michelle to discuss with Mandy.**

Action - As the Community Development Worker role is part time, it was suggested that volunteers could take on some of the publicising by taking on designated areas to place posters/flyers. Please see Appendix at the end of the minutes for table of volunteers and areas to cover.

Action- Michelle to send application forms to Olivia and John from Billy's Lake Project.

A mapping exercise was being carried out and maps are to be printed very shortly to use to identify ownership within the Wecock Farm estate and resident involvement.

Michelle has been working with Squirrels nursery to provide a crèche for the children of parents/guardians who wish to attend future meetings. As the cost is not incurred by the WeBigLocal and is available through the Big Local Trust, Michelle asked the group if they would agree to a trial of the crèche. **Action – the group agreed to the running of a crèche on a trial basis for future We Big Local group meetings.**

4. Update from the Communications sub-group

Sean stated that there was not much to report since the appointment of the WeBigLocal Community Development Worker but added that the communications sub-group should meet with Michelle to look over who is doing what activities. **Action – Michelle to meet with Communications sub-group to discuss activities.**

Sean highlighted to the group that generic business cards were available for WeBigLocal volunteers to give out and are available from Michelle. Artwork has been produced for new business cards specifically for Michelle and are awaiting printing. **Action – WeBigLocal Volunteers to ask Michelle for Business Cards if they need them.**

5. Youth sub-group update.

There were no youth representatives present at the meeting but Fran and Clara discussed with the group the idea of engaging with school councils and ask children to complete a simple questionnaire about what they liked/ disliked about the area.

Concerns were raised that the children involved from the school councils would not be part of the estate and do not know the area to be able to give reliable feedback and suggested that we focus on other groups which have a youth entity. **Action – engagement with school councillors should be focused at Woodcroft and Hart Plain School.**

The group identified clubs and organisations which could help engage with youth. These being; Living Waters, The Acorn Centre, Motiv8, Journeys, Links Children's Centre, Squirrels Day Care, Ignite and Off The Hook fishing club.

It was suggested that an activity could be put together and given to the various youth groups with the results fed back to Michelle.

It was suggested that a creative activity such as designing mugs (permanent marker on a plain mug) with pictures or text of what they like/dislike/would like improved added to the mugs. **Action – Michelle to put together the activity and work with Sandie at Motiv8 and Clara for Woodcroft School to engage with the youth.**

It was agreed that work with youth needed to have Sandie's involvement. **Action – Michelle to try and liaise with Sandie Davis from Motiv8**

6. Community Profile

Fran discussed with the group that to draw down the one million pounds we have to produce a community profile.

The group agreed that the report should be visual and use snappy text.

Sean's suggestion that the Communication sub-group hold a photography competition, which will be postponed until January but confirmed that it will be open to all residents and would be themed around the positive side to the estate. The group agreed it would be good to have three age groups for people to enter under with a prize for the winner of each age group. It was also suggested the competition be widened to include art work which was wholly supported by the group.

It was suggested that we could hold an exhibition of work submitted to show residents, encourage them to get involved and introduce the draft plan. The group felt this could also be an opportunity to produce a calendar using some of the photos. **Action – Michelle to liaise with Sean and the Communication sub-group**

The group discussed collating the information in to a report and it was felt that this could be done without the support of an external provider. **Action – If anyone knows of anyone who would like to volunteer on the communication sub-group and in addition, to be involved in writing of the community profile, to get in touch with Michelle.**

Fran discussed the already established idea of making a film to accompany the report, working with Cowplain Community School. Concerns over the schools involvement were

addressed by Sean who explained the school have lots of equipment, cameras and an understanding of narrative and the outside perspective they provide is of value.

Fran and Sean explained that funds were needed from the getting started money to hire a professional film company to assist with the film project. As Fran and Sean have both worked with film production they felt it was feasible time wise but would need a spend of £1,000 - £1,500 which was the amount used by the Fratton Big Local to carry out the work.

Fran suggested we draft a fixed price tender and allow for applications. The group were asked if they were happy to delegate responsibility to Michelle and Sean regarding the filming project and if they were willing to agree the spend of £1,000-£1,500. **Action – the group agreed to delegating responsibility to Michelle and Sean and for funding to be spent on the film project.**

7. Next Meetings

Wednesday 4th December 'Community Chest Event' 5-6.30pm at the Acorn Centre followed by the WeBigLocal Christmas Party at 6.30pm at the Acorn Centre.

Wednesday 8th January, WeBigLocal Group Meeting, 7pm-9pm at the Acorn Centre.

Appendix

Designated 'Flyering' areas for Volunteers

Lyn Palmer

Hart Plain Church and Playgroup

One-Stop

Cost Cutters

Clara

Cowplain Schools

Olivia McFarlane

Westbrook Clinic

Links Children Centre

Mill Hill

Waterlooville Health Centre

Squirrel Day Care

Vicky

Motiv8

Rainbow Pub and Shops

Living Waters Church and Food banks

Katie Hyatt

Acorn Centre

Facebook

Ann Waters

Journeys

Coffee Afternoons

Caroline

Housing office

PCC Blocks on the estate

Laura Bevis

Town Centre notice board

Community Development Facebook

Waterlooville Community Forum

Sean

Connors Keep