

**MINUTES OF LOWESTOFT TOGETHER
BOARD MEETING**



**HELD ON TUESDAY 22nd JANUARY 2008 AT 5.00PM
AT GUNTON SIGNPOST, MONTGOMERY AVENUE**

Board Members Present: Margaret Oldham (MO) Chair, Reg Brine (RG), Leah Douglas (LD), Sue Henderson (SH), Ann Hubbard (AH), Richard Jolley (RJ), Vic Kirk (VK), Cllr Deanna Law (DL), Mark McCaghrey (MM), Alan Osborn (AO), Cllr Keith Patience (KP), Ian Robb (IR), Clare Strachan (CS)

Non-Board Members Present: Mark Bee (MB), Martyn Burnside (MB), Cllr John Fryer (JF), Andrew Cook (AC), John Ellerby (JE), Ailsa McNamara (AM), Bob Russell (BR), Julie Woods (JW), Paula Overy (PO)-Minutes

Apologies for Absence: Lyn Blizzard (LB), Sabrine Deriu (SD), Clare Taylor-Crisp (CT-C),

Meeting opened at 5.20pm.

Before the meeting commenced, JF addressed the board to apologise to both the Board and JE for his conduct at the Board Meeting of the 20th November 2007, which was accepted.

1. Introduction and Apologies for Absence

The above apologies were given and Cllr Mark Bee, leader of the Council was welcomed.

2. Declarations of Interest

No declarations of interest were raised.

3. Presentation from The Yard Project

The Yard Project gave a presentation to the Board, a copy of which is attached herewith. The Yard stated that 6-7 young people are involved in the project, aged between 16-18 years old, although at present they only recruit males, as The Yard is not a female friendly environment. Both the chair and MB congratulated the Yard project for both their community work and the presentation.

5. Finance Officers Report

AC outlined the Finance Report for the Board.

JF enquired as to whether the Gunton area bid funds have been spent, which was

responded by BR confirming that the Gunton Pre-School cheque had been issued and they will start work within four weeks. With regard to the Gunton Community Park bid for a MUGA and CCTV, LT are working with the said organisation. JF commented that there was some anti-social behaviour at the Gunton Community Park. BR continued that the Gunton Estate works are in-hand and therefore all Gunton works are secure.

BR thanked the Appraisal Panel and highlighted the revenue funding for next financial year.

AC left the meeting.

4. Minutes and Matters Arising

11th December 2007

Page 1. Item 2 Declaration of Interest: AH requested, and subsequently removed from, declaring an interest for the Friends of Gunton Community Park bid.

Page 2. Item 4 Minutes and Matters Arising (AP8) – JF queried the Planning Permission date in respect of Bourne Road, and following a discussion, the said date will be confirmed by JE.

Page 2. Item 4 Minutes and Matters Arising (AP11) – BR stated that the Performance Management Training had been investigated and after discussion with the Board it was agreed that the course would be arranged in due course.

Page 3. Item 6 – MO informed the Board that she has now received a key for the back door of the Lowestoft Together Office, so the door entry system is not required.

Page 4. Item 10 – VK informed the Board that the discussion in respect of the conflict between JF and JE had been omitted, and a code of conduct was reiterated.

8th January 2008

No amendment requested.

BR thanked KP for his input on the York Road, (Suffolk County Council) bid.

6. Neighbourhood Managers Report

BR presented the above report, which was included in the agenda and discussed the “Love Thy Neighbourhood” event and the benefits to the Gunton area, which will be extended to other areas in the future.

BR discussed the finances included in the Agenda provided by the Finance Officer.

BR informed the board that the Lowestoft Together Office was increasingly busy, and may examine the possibility of a receptionist.

BR informed the Board that the Theme Groups will meet in late January/early February, at which time the Chairs will be appointed, who are supported by JW.

JE

Terms of Reference will be confirmed at the said meetings.

BR discussed the advisory arm of the Board and discussed JW's role to report back from projects.

BR informed the Board that on the 16th April 2008, between 10am and 2pm, the Lowestoft Together Board have the opportunity for a networking day at Great Yarmouth.

JF thanked BR, AH, IR and RB for their work in the Gunton Ward.

MB left the meeting.

7. Sign off Bids from Appraisal Panel

Waveney District Council Cleansing Department

BR outlined the bid, which AO confirmed was match funded by LSP. Therefore the £5,000 requested, would be match funded for the total of £20,000. BR outlined the forthcoming community events over the next three weeks, and confirmed that weeding and weed spray is included in the work in the Gunton area

Accepted - 13

Declined - 0

Abstained - 0

Bid Accepted by the Board for the sum of £4,984.00

The East Anglian Fighting Arts Organisation

BR outlined the bid, and informed the Board that he will discuss the bid further with the applicant. MM instigated a discussion in respect of the location of the property. The Appraisal Panel recommended that this bid be declined.

Accepted - 13

Declined - 0

Abstained - 0

Bid Declined.

The Abbeyfield (Lowestoft) Society

BR outlined the bid to the Board. MM requested clarification as to whether bids that are decline could resubmit an application to Lowestoft Together. BR confirmed that all bids would be viewed separately, and a subsequent bid could be submitted. The Appraisal Panel recommended that this bid be declined.

Accepted - 11

Declined - 0

Abstained - 2

Bid Declined.

(KP and MM Abstained from voting)

Suffolk Association of Voluntary Organisations

BR outlined the bid to the Board. MB commented on the training needs of the residents and enquired whether CT-C will be included in this task, which was confirmed by BR. The Appraisal Panel recommended that this bid be declined.

Accepted - 12

Declined - 0

Abstained - 1

Bid Declined.

(RJ Abstained from voting)

Suffolk County Council Highways Contracting Environment and Transport (SCCHCET)

BR outlined the bid to the Board, and a discussion commenced. JF commented on the number of residence who will be willing to look after the area involved in this bid. IR shared his concerns with the board in respect of the environment and trees at Wissett Way, although BR confirmed that the environment would be considered.

A discussion commenced in respect of clarification of conflict of interest, the conclusion being that a declaration of interest needs to be acknowledged if the Board Member has a financial interest in the bid, and subsequently the members must abstain from voting.

MB informed the board that he had requesting the works at Wissett Way for over ten years, and enquired whether a community group could be formed, and if so, will they be able to receive capital funding. BR stated that the capital funding ends on the 31st March 2008, after which date, only revenue would be available. LD confirmed that there will be small pots of money carried forward after the said date.

RB stated that a community group should be developed for the Wissett Way area for the up-keep of the area – Noted by BR.

Accepted - 13

Declined - 0

Abstained - 0

Bid Accepted by the Board for the sum of £29,390.00

Waveney District Council

BR outlined the bid to the Board. AO stated that the Crime Reduction Officer needed to be involved with this project, which was agreed by BR

Accepted - 13

Declined - 0

Abstained - 0

Bid Accepted by the Board for the sum of £70,000.00

Kirkley Community High School

BR outlined the bid to the Board, and a discussion continued with JF requesting the age of the young people involved which was responded by BR - 13-16 years old, being an age that they may slip through the educational net. JF was concerned about the insurance, although the YMCA has dealt with this issue. MM queried why the Warren School had not been included within this bid, although BR will investigate this point with the applicant. A discussion then continued by the Board in respect of prevention rather than cure.

Accepted - 13

Declined - 0

Abstained - 0

Bid Accepted by the Board for the sum of £11,400.00

Enterprise Lowestoft Community Interest Company

BR outlined the bid to the Board and the Appraisal Panel notes were amended to read Declined. The Appraisal Panel recommended that this bid be declined.

Accepted - 13

Declined - 0

Abstained - 0

Bid Declined.

Lowestoft Arts Ltd

BR outlined the bid to the Board and confirmed that he had visited the property and they utilise volunteers. SH confirmed the building was disability friendly. LD raised concerns that the Board were considering giving Lowestoft Arts a greater sum than originally requested, as the onus is on the applicant to request the sum required (not good practise). JW commented that on previous bids, larger sums (than originally requested) had been considered. LD confirmed that prior to proper protocols, additional monies were granted, although an Appraisal Panel has been put in place, and subsequently an auditable process. JF enquired as to whether the applicant may put a new bid to the board, which LD confirmed that if they make a new application that the Panel/Board would consider, providing it has different content. BR will speak to Lowestoft Arts and will be supportive in submitting a further bid. The £50,000 was declined by the panel, although the £38,535.00 was approved, as requested.

Accepted - 13

Declined - 0

Abstained - 0

Bid Accepted by the Board for the sum of £38,535.00

Suffolk County Council Highways Contracting Environment and Transport (SCHCET)

BR

BR

BR outlined the bid to the Board. KP discussed and appreciated the Board's support. The Board continued to discuss the back alley and the problem with fly tipping, so this bid will assist the York Road area. RB agreed with MM and KP as he has been trying to instigate these works for years. MM asked the Board whether local residents had been involved and he was concerned with the relationship between Suffolk County Council and the Yard. BR informed the Board that SSC will not be using The Yard, they will be purely observing the works and also the residents had not been spoken to, but the Councillors had been informed. KP confirmed that residents had been involved for many years, and a petition was raised some years ago.

MB raised concerns that a large sum of money had gone to statutory organisations and he was concerned that the voluntary sector, were not receiving a sum of funds from Lowestoft Together. MO confirmed that the Voluntary Sector do not carry out the works that are required, although BR stated that they had previously given funds to the Voluntary Sector. MB was concerned in respect of the monitoring of these projects, although BR stated that JW was in post now and she will be monitoring the progress. BR confirmed to the board that although Voluntary Organisations (VO) have been turned down in the past, LT will still work with VO's and further bids may be submitted, and assistance will be provided.

Accepted - 13

Declined - 0

Abstained - 0

Bid Accepted by the Board for the sum of £120,000.00

8. Research Officers Report

JE provides a report to the Board, and confirmed that Go-head monies had been received for community events. AO confirmed that PCT had provided £20,000 for the Community Television Screens. MB congratulated JE for obtaining the funding.

9. Board Membership

MO was concerned with the loss of board members, and asked the Board as to how the members should be replaced. BR informed the board that LISG have a problem with language, but will ask the said member to attend. BR discussed an opening for young people, although they are not comfortable with Board meetings. MO queried as to whether Voluntary Sector would be an option, which BR agreed and stated that also a LSP member could be an option. MB was in agreement that a Voluntary Sector Member being on the board. BR will identify an appropriate candidate via LSP Board. The board then continued with a discussion with the possibility of advertising for Board members, working with Voluntary Sector and the Themed Groups, which could be located via the community television. MM informed the board that a SOA is missing and therefore we require people from areas that are not represented. The Board continued to discuss the possibility of involving The Yard Project, Themed Groups, Business People, Property Developers, residences and BR confirmed that he will return to the board with some suggestions.

BR

10. AOB

<p>VK asked the Board why the conflict discussed at the previous meeting was not minuted, which is hereby rectified and the apology has now been given and accepted by the Board.</p> <p>CS informed the Board that young people should be obtained via themed groups.</p> <p>JF thanked Lowestoft Together for their work.</p> <p>LD gave apologies for absence at the next Board Meeting.</p> <p>Meeting closed at 7.35pm</p> <p>Date of Next Meeting – 18th March 2008 – 5pm Venue to be arranged</p>	BR
---	----