

## Whitleigh Big Local Committee Meeting

Tuesday 13<sup>th</sup> March 2018 at 6pm

The Scout Hut, Lancaster Gardens

Name	Organisation	Present	Apologies
Barry Meek (Chair)	WBL	x	
Jon Dingle	Barefoot	x	
Jean Hebson	Resident; Mi-Space	x	
Sandy Wager	Whitleigh Arts; Older Residents Group	x	
Carole Hickling	Befriending Consortium	x	
Jenny Fitzgerald	Whitleigh Playcare; Resident	x	
Michael Walker	Resident	x	
Jacky Clift	POP+	x	
Kristina May	Plymouth Community Homes	x	
Richard Marsh	Barefoot	x	
Ian Ford	35 <sup>th</sup> Plymouth Scout Group; Resident	x	
Julian Mellor	REP 2MD	x	
Charlotte Bladen	Resident	x	
Cindy Potter	Resident	x	
Pippa St. John Cooper	CDW Whitleigh Big Local	x	
Deborah Penprase	Minutes – POP+	x	
Rebecca Allen	Resident	x	
Lee Le Marquand	Sir John Hunt	x	
Jonathan Drear	PCC	x	
Nora Wilbraham	Resident	x	
Brian Wilbrham	Resident	x	
Rob Sugden	Renaisi	x	
Tom Buckley	Resident	x	

No.	Discussion
2.	<p><b><u>Actions from last Meeting</u></b></p> <p>Cindy Potter has volunteered to be a trustee.</p> <p>Review day went well at Whitleigh scout hut – Susan M. facilitated the day as the employer representative of Pippa C. – fairly strong resident involvement compared to other trusts around the country – proportion of local people high – looked at objectives and priorities of last year and re-wrote a more simplified business plan. Pippa, Barry M. and Susan looked at what would go on website. Susan encouraged everyone to attend next year’s review meeting. Pippa will upload the report on to the website. Paul squires talked about Unltd – Brian and Nora W. went to groups to talk about what they do, people were interested in this – found it quite enlightening. Ian F. said good to see their procedures – how they actually ran interviews. Whitleigh has got <b>£100,000</b> to spend on social enterprise projects – will hold an open day around food, producing it etc. on 28<sup>th</sup> march at Four Greens – various amounts of grants available. Open day will be held 6-8pm. Christmas Fair – on website – verbal update has been given – it was busy and raining! Barry thanked everyone for their support with this.</p> <p>February meeting at school – Ian said didn’t attract many local residents but networking that took place was useful and a few residents came by. Ian suggested it would be good to do this again. Barry said to</p>

	move around different places, not just in Whiteleigh - change venues because we need to be 'out there.'
<b>ACTION</b> :	<b>BM - CIO Registration.</b> <b>PSJC – Upload review report on website.</b>
<b>3.</b>	<p><b><u>Project Updates – Bench; Explorers Park; Noticeboards</u></b></p> <p><i><u>Bench project:</u></i> Sandy reported that 6 bench designer artists applied – 2 dropped out – now got the wasps involved and they have drawn beautiful bench designs – young children – going to get more from young people and older people too. Will have open day and show their designs where people can vote for their favourite artist – will give a ½ hour interview of each artist – adult and young residents will vote. Pippa – said it is real community commissioning. Will take place on 7<sup>th</sup> April on a Saturday 11am-4pm at Four Greens. Posters will be designed. Pippa felt it was up to the artists to give us a schedule and WBL can work with it. One bench will be dedicated to counsellor (this will be 7<sup>th</sup> bench). Pippa said it would get complicated and expensive to use more than one artist and it would help with continuity to work with only one artist. Benches to be dotted around Whiteleigh. Suggested a gazebo by the shops would attract people – could ask, what would you like the bench to look like? Maybe use the van?</p> <p><i><u>Parks:</u></i> Jenny – no update as yet re Explorer’s Park from Colin Dobson – waiting for the quote. Hope to have this done by summer. Park at back of Norwich Avenue – part of the money from the new build – amazing – children love it – it’s full again! Milford lane park – it’s unsteady - children always falling – has made a complaint to council – potholes filled with filler –it is being used as a drug den. Need to re-visit that and do a survey. Jenny F. is willing to do a survey. Jean H. said nowhere in Whiteleigh for slightly older children; suggested a marine type thing for them may be more user-friendly. Tom - Earth rights do green stuff – pull up bars etc. Decided to put on website and FB to ask people to support the survey. Susan – may be getting in touch with Joy Davenport – lottery given to parks – they will have analysis about parks that may be useful. Joy was the PCC play officer. There is also a team called ‘hands up for play’ – Zoe from ham woods development – suggested getting in touch with them and using their expertise too.</p> <p><i><u>Noticeboards:</u></i> Pippa – will have a big notice board on the green (2 or 3 sides), Lancaster Gardens and by the one-stop shop. Want to enlist champions to keep them updated. Committee wanted another notice board by the bridge – Jenny said wanted to make sure they were in areas that were well lit because they are expensive. Plaques: Doctors surgery have already offered. Woodfield school have allowed us to put on the fence. Pippa has ordered the plaques and everyone can have their own business cards if they want. Could put one at the scouts and at the parks - A4 size – whole thing cost about £200 and will keep re-ordering them every time we do more work. Should arrive by next week.</p>
<b>ACTION</b> :	
<b>4.</b>	<p><b><u>Comments &amp; Feedback from the Committee</u></b></p> <p>Jean and Pippa– had a meeting with POP+, Shekinah, Mi Space and Midas – to see if there were any projects that we could get our teeth into. Looking at space behind the scout hut – residents cut across and use it, really muddy and difficult so just investigating if we could get some skills together to tidy up and put new path in – useful thing for the community and make it a nicer environment so that more people would use it and therefore make it safer. Has firm commitment for free labour and machinery and just need to pay for aggregate and tarmac and obtain permission from PCC. Pippa – reclaiming it,</p>

	<p>maybe do some planting too. PCC may need lighting –Jonathan D. will find out. Want to keep collaboration going. Person who looks after empty homes – hoping to have a meeting soon to put them back into use.</p> <p>Entry to Norwich park – there is a dirt gully – requested a pathway from the shops to the field – main concern is there is a transformer next to it – fencing rickety – thinking of gates that could close the pathway. Jenny will take ground crew down and see who owns what and get some plans. Empty homes are private ownership. Felt may be more successful if the community approaches the house-owners. PCC said 90 – 95 percent can be done in house but may have to have to go to Land Registry to carry out searches. Edith walk – new housing estate proposed – whose responsibility is it to clean it up? Jonathan stated it was either the proposed contractor or PCC responsibility depending on what side of the fence it is.</p>
<p><b>ACTION</b> :</p>	<p><b>JD – Enquire into path lighting.</b> <b>JF – Investigate Norwich Park with ground crew.</b></p>
<p><b>5.</b></p>	<p><b><u>Barefoot Update – Youth Work</u></b></p> <p>Venue re scout hut – Richard not had a reply.</p> <p>Started youth work in Whitleigh in January and have already asked for an extension for 4 reasons.</p> <ol style="list-style-type: none"> <li>1) Progress they have made has been remarkable – using questionnaire – 50 young people engaged with this process and so they don’t want to see it stop.</li> <li>2)Building up a sense of what young people want and need.</li> <li>3) Past experience says young people expect support to be short term and finished – need security that this is not going to end tomorrow.</li> <li>4) Going to be advertising for youth workers – would like a 12-month extension to attract a youth worker.</li> </ol> <p>John has been on streets twice a week to engage with young people – got results of questionnaire – this will go on the website. Really good group of young people around aged 12 -13, got money to be able to take the young people go-karting and laser tagging. Important to engage while they are on the cusp – they could go in either direction. This group said there were older young people they were scared of and so would love to work with these young people too. PCH would like to link in with John – work together in supporting young people – vulnerable young people and also young new tenants, not getting much support. Tom said there is a culture of outside influence on illegal ways of making money. At an early stage – Richard said these issues may need to be dealt with by the local authority.</p> <p>Four greens building – will be able to use it for project work.</p> <p>John – had a few meetings with salvation re joint working but they don’t want to increase the amount of young people they are working with. Susan – her recommendation that putting more money into different commissioning is considered – if more money not put in, will miss a trick in working with these young people. Pippa – feels a little more research is needed but agrees a more targeted intervention would be great. Offering life skills was suggested - offer young people the opportunity to work with people to build new fences e.g. Richard M. felt it was better to ask young people what ideas they have about what they want to do. Pippa felt it would be a shame to shut it down after 6 months after such a good start – in future would need a more sustainable approach - committee agreed to extend this contract for 12 months. Pippa asked what the gender split on the questionnaire was – John said they had engaged more men than women on the street. Jonathan asked if kicks project were involved – Barry confirmed they were. The bridge CCTV – if not getting anywhere, please flag up.</p> <p>Richard said part of the attraction for Whitleigh is there is more for young people than in Ernesettle. Richard – agree need more research. Susan suggested Barefoot, Barnardos, PCC and Pippa get together to discuss this. Pippa would co-ordinate this meeting.</p>
<p><b>ACTION</b></p>	<p><b>PC – Set up meeting with barnardo’s, pcc and barefoot.</b></p>

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6.	<p><b><u>Data Protection – What we need to do</u></b></p> <p>Jean – explained new law coming out and have to adhere to it by 1<sup>st</sup> may 2018 – if we hold anybody’s personal information either in writing or computer you have to have their permission. Jean said need audit to see who has personal information – need passwords and need to know they have their permission and when we got their permission - have to renew this permission on a yearly basis. In April meeting Jean will give a proper presentation, on the back of training that she did in January. Jean said it was fantastic – hadn’t been on a training that had been so engaging and it was done in bit-sized chunks. Susan said HR experts are going to be looking at this for POP+ and she is also looking at HR services for WBL. Rob said local trusts are going to issue some information on GDPR for big local organisations.</p>
<b>ACTION</b> :	<p><b>SM – Investigate HR services for WBL</b> <b>JH – Presentation on GDPR at April committee meeting.</b></p>
7.	<p><b><u>Charitable Status Update</u></b></p> <p>Ian – reported WBL have got charitable status. We have a CIO and ‘Whitleigh Community Trust’ is the official name. Barry praised Pippa and Ian for all their hard work and for doing a first class job.</p>
<b>ACTION</b> :	
8.	<p><b><u>Big Local Update</u></b></p>
<b>ACTION</b> :	
9.	<p><b><u>Decision Making – what next?</u></b></p> <p>Ian has prepared a document – done enough to identify we have several problems. We don’t adhere to our terms of reference. Suggests forming a sub group – work on new terms of reference that will govern us and then submit to committee for approval. Try and make it how they operate rather than fit what we do to a set of rules. Susan stated that need to have an AGM within first 18 months. Ian has come up with a three- month rule for members. Firstly, express an interest to the committee that you want to apply – if you don’t attend for 3 months then you are no longer a member of the committee – this is one of the terms of reference that Ian would like to discuss. Tom said he will help with the terms of reference. Ian asked people to email him once they have reflected on it. <b>Ian suggest power stays here and cio ...? (tall guy next to barry) said he will join the terms of reference group.</b> The new document could then be given to new committee members.</p> <p>Ian met with Chris Wilcox from POP+ and he gave some good advice re WBL website – can set up groups within the website so that different people on the committee could act as moderators. Will be a couple of months before they can change it. Chris suggested styling the website more. Ian suggested running a competition around deciding on a new logo etc.</p> <p>Wants results on transport survey and get out an x survey about the community centre - will sound out committee members re the questions and get their feedback first. Pippa – this came from the review meeting – Pippa has started doing the survey and wants it to go out as wide as possible via peoples FB pages, websites, through schools and newspapers etc. and through our newsletter.</p> <p>Barry said it is our intention that we have an office space in Four Greens for Pippa to use. Pippa reported it was really useful to have an admin base. <b>£2,560</b> per year for office plus 3 charges for cleaners, IT etc.</p>

	<p>Barry wants other costs through before a vote is made. The committee agreed in principal. Pippa said office will be an admin base and van will be used as a mobile office and community space. Top floor is set aside for health organisations for the area and would be good to be amongst those. Richard Oates will get back to the committee re this space.</p> <p>Tom – planning Easter egg hunt on March 26<sup>th</sup> at bottom of Whitleigh around play park – asked for someone to produce a poster for it. Barry suggested obtaining a Booker’s cash and carry card to buy eggs etc. Pippa will get a list from Tom and work out the best way to purchase them.</p>
<b>ACTION</b> :	<b>Pippa – Easter egg purchase.</b>
<b>10.</b>	<p><b><u>AOB</u></b></p> <p>Becky A. - Recycling – there is a machine that can crush plastic and cans – if we can get one at four woods we could offer a community collection service – speak to local manufacture and offer them back plastic. Brings people together – people fed up with flyaway rubbish.</p> <p>26 females attended international women’s day and a request was made to set up a women’s group in Whitleigh.</p> <p>Pippa asked anyone who was able to, to stay behind after this meeting and speak with Rob S. and Julian M. about their work. Pippa suggested those that were not able to stay behind could email Rob and Julian with any questions they may have for them.</p>
<b>ACTION</b> :	