



**Minutes of a meeting of the Improving Neighbourhoods Board
Held on 20th November 2008 at 6.00pm
at the Park High School, Kings Lynn**

Present:

Chris Bamfield (Chair)	-	BCKLWN
Elaine Appelbee	-	Neighbourhood Renewal Advisor
Sue Lowe	-	Age Concern
John Eastgate	-	Norfolk County Council
Robert Clarke	-	Freebridge Community Housing
Charles Joyce	-	Norfolk County Council
Julia Bivon	-	Norfolk Children's Services
Ashley Yallop	-	Communities of Interest
Jimmy Yallop	-	North Lynn Residents
Sally Webb-Jones	-	South Lynn Residents
Jane Dearing	-	Town Centre Residents
Stephanie Bilham	-	Gaywood Residents
Vicky Etheridge	-	Improving Neighbourhoods Team
Carl Suckling	-	Improving Neighbourhoods Team
Sue Payne	-	Improving Neighbourhoods Team
Sharon Ludford	-	Improving Neighbourhoods Team
Michelle Parker	-	Improving Neighbourhoods Team
John French	-	Improving Neighbourhoods Team
Paul Lusher	-	Improving Neighbourhoods Team
Andy Chu	-	Improving Neighbourhoods Team
Pat Starr	-	Improving Neighbourhoods Team
James Cambridge	-	Improving Neighbourhoods Team

Apologies:

Pat Brodowski	-	Jobcentre Plus
Jane Cudworth	-	Fairstead Residents
Geoff Daniel	-	BCKLWN

By Invitation:

Adam Garford	-	Urban Sports Motivator
Lorraine Douglas	-	Partnership Officer, Housing Needs, BCKLWN
Derrick Murphy	-	BCKLWN
Margaret Wilkinson	-	BCKLWN
Ian Gourlay	-	BCKLWN

Supported By:

Sarah Dennis	-	BCKLWN
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1	<p>Welcome, Introductions and Apologies</p> <p>The Chair welcomed everyone to the meeting, particularly the new members. Apologies were as noted above.</p>	
2	<p>Getting to Know Each Other</p> <p>All members of the group played 'Getting to Know you Bingo' and old and new members met in groups and discussed what the Board had achieved to date and what they felt they could add to the work of the Programme.</p>	
3	<p>The Story So Far</p> <p>Vicky Etheridge and Elaine Appelbee gave a presentation which outlined the following:</p> <ul style="list-style-type: none"> • Background to the Improving Neighbourhoods Programme • Funding Allocations • The 5 themes • Accountability of the Board • Work undertaken by the Programme to date • Recent changes, for example the Neighbourhood Traineeships and Neighbourhood Partnerships <p>The group worked in pairs and discussed what role they would play in taking forward the work of the Programme.</p>	
4	<p>Minutes of the Last Meeting and Matters Arising</p> <p>Members of the Board introduced themselves. The Chair explained that the Board needed a new Vice Chair. Charles Joyce proposed Sue Lowe be nominated as Vice Chair. Jimmy Yallop seconded this proposal.</p> <p>Charles Joyce proposed the minutes as an accurate record. This was seconded by Sue Lowe.</p> <p>The Chair proposed that the date for the Christmas meal be set in order that a venue could be booked.</p> <p>It was AGREED that:</p> <p>1) Sue Lowe be elected as Vice Chair to the Improving Neighbourhoods Board</p> <p>2) The Christmas meal be held on Monday 8th December.</p>	<p>SL</p> <p>JG</p>
5	<p>Proposal for Former Fairstead Pub Site</p>	

	<p><u>a) Presentation by Housing Needs</u></p> <p>Lorraine Douglas, Principal Officer for Housing Needs at the Borough Council gave a presentation surrounding the use of the Fairstead pub site.</p> <p>Derrick Murphy left the meeting at 7.20pm.</p> <p>Lorraine Douglas left the meeting at 7.28pm.</p> <p><u>b) Board Discussion – in small groups, opportunities and risks of proposals</u></p> <p>Members of the Board split into small groups to look at the risks and opportunities of the proposal.</p> <p><u>c) Identify major points from discussions</u></p> <p>The group then looked at the main points from the group discussions.</p> <p>Vicky Etheridge outlined some of the comments made in the Planning for Real exercises held around the Fairstead Pub site. These included:</p> <ul style="list-style-type: none"> • Provision of a youth centre • Youth Club • Drop in centre • After school club • Youth orientated activities • Housing for the disabled • Starter homes • Health centre <p>It was AGREED that:</p> <p>A working group consisting of Robert Clarke, Jimmy Yallop, Carl Suckling, Julia Bivon, Jane Cudworth and the Chair be formed to fully appraise the project proposal, considering all risks and opportunities and report back to the next Board meeting in January 2009.</p>	<p>RC/JY/ CS/JB/ JC/CB</p>
<p>6</p>	<p>Staff Report</p> <p>The staff report outlined the work of the team which included:</p> <ul style="list-style-type: none"> • Monitoring procedures and targets for the Neighbourhood Partnerships • Office move • Recruitment of trainees • Progress on MUGAs and alleygates • Individual progress reports from each of the Safer Stronger areas • A full report on all Greenspace projects <p>In response to a question from Charles Joyce regarding the allocation of trainees, Vicky Etheridge explained that it was still early days for the new recruits and they had not yet been allocated to any one patch or theme. They</p>	

	<p>would be undergoing an intense period of induction up until Christmas. Charles questioned what input the resident representatives would have in developing the role. Vicky explained that the resident Board members would work with the trainees and encourage participation. Jimmy Yallop highlighted the advantages of the trainees being based in their own patch due to their local knowledge. The Chair explained that all Board members would be kept informed of any decisions.</p>	
<p>7</p>	<p>Community Park Network</p> <p>Michelle Parker introduced this item and explained that a funding bid had been submitted to Access to Nature through Natural England for a full time Greenspace Community Development Officer. This post would work with all the Safer Stronger neighbourhoods with people of all ages. A small amount of capital funding was also being requested to undertake works on a number of locations, including Plantation Wood, Pulkey Wood, Loke Road rec, Oak Circle and Winfarthing Avenue. There would also be some works in the Walks.</p> <p>Michelle explained that the funding bid built on other work and a decision was anticipated in February 2009, although a decision could be delayed until July 2009. An amount of up to £176,000 could be awarded.</p> <p>In response to a question from the Chair regarding whether the funding was revenue or capital, Michelle Parker explained that the post would be revenue funding and a capital grant of approximately £20,000.</p> <p>Carl Suckling highlighted the large amount of work Michelle had undertaken in order to submit the bid, particularly as timescales had been brought forward on more than one occasion.</p>	
<p>8</p>	<p>Mid Term Evaluation</p> <p>The final report from Micah Gold Associates had been circulated and Board members were requested to accept the report and its findings. All recommendations from the report would be part of the Board's forward plan.</p> <p>It was AGREED that:</p> <p>The final evaluation report be approved and for the Neighbourhood Manager to update the Board on action to implement the recommendations at a future meeting.</p>	
<p>9</p>	<p>Any Other Business</p> <p>Elaine Appelbee explained that it was her last day and thanked the Board for their assistance during her time with the Programme. The Chair thanked Elaine on behalf of all members of the Board.</p> <p><u>Credit Unions</u></p> <p>Sue Lowe highlighted a meeting held in North Lynn some time ago regarding Credit Unions. She explained that discussions were currently being held with</p>	

	<p>the Board at Age Concern around Credit Unions. She questioned whether any Board members were interested in taking this work forward. Charles Joyce highlighted the need to identify common bonds.</p> <p>Sue Payne explained she had been involved in setting up the meeting in North Lynn and noted that common bonds would not be an issue due to the existence of a branch office. The costs involved in setting up the Union, and the time it would take meant that it was unlikely to be viable.</p> <p>It was AGREED that:</p> <ol style="list-style-type: none"> 1) Board members be kept informed of any developments around Credit Unions 2) Consideration be given to including the Credit Crunch and recession related issues on a future agenda. <p><u>Kings Lynn Growth Partnership</u></p> <p>The Chair explained that Kings Lynn had achieved Growth Point Status, which would mean funding for housing development and infrastructure, amongst other advantages. The Growth Partnership had requested a representative from the Neighbourhood Board to be a member of the Growth Partnership.</p> <p>It was AGREED that:</p> <ol style="list-style-type: none"> 1) The Chair of the Improving Neighbourhoods Board attend the initial meeting of the Growth Partnership in December 2008 2) A briefing note outlining the role of the Growth Partnership be circulated to members of the Board and a representative be selected at a later date. 	<p>SP/SL</p> <p>VE/CB</p> <p>CB</p>
<p>10</p>	<p>Date of Next Meeting</p> <p>One of the new resident members was unable to attend meetings on a Thursday.</p> <p>It was AGREED that:</p> <p>The Board meetings alternate between Monday, Tuesday, Wednesday and Thursday evenings in 2009.</p>	<p>SD</p>
	<p>The Chairman thanked everyone for attending.</p> <p>The meeting finished at 8.14 pm</p>	