

Item 2

Durham Area Action Partnership

Draft Minutes of the Annual General Meeting and Board Meeting

Date:	Tuesday 30 April 2019	
Location:	Redhills: Durham Miners Hall, Flass Street, Durham, DH1 4BE	
Present:	Board Members	
	Bill Moir, Cllr Amanda Hopgood, Parish Cllr Paul Finley, Simon Bartlett, David Peries, Christine Scollen, Cllr Eric Mavin, Joe Knight, Chris Tindale, Paul Cummings, Karen Fearon, Cllr Katie Corrigan, Cllr Liz Brown, Cllr Bill Kellett, Hannah Shepherd, Denise Elliott, Adam Deathe, Sandra Almedia	
In Attendance:	Craig Morgan, Wendy Lavelle, Marie Ainscough	
Apologies:	Ryan Briggs, Rev Joanne Thorns, Insp Andrea Arthur, Lee Alexander, Cllr Marion Wilson, Cllr Arnie Simpson, Barbara Williams	
Forum Members present	There were 16 forum members present at the meeting	
Item No	Item	Action
ANNUAL GENERAL MEETING		
1	<p>Introductions and Apologies</p> <p>Cllr Amanda Hopgood (Chair) welcomed everyone to the Durham AAP Annual General Meeting and Board Meeting and apologies were noted for those Board members who were not in attendance.</p>	
2	<p>Presentation: 10 years of Durham AAP</p> <p>Craig Morgan delivered a presentation on 10 years of Durham AAP, a copy of the presentation is available upon request.</p> <p>Year 1 First Chair – Councillor Nigel Martin. Nigel attended the AAP 10 Year Celebration Event on 24 April</p> <p>Year 2 9 Board meetings were held</p> <p>Year 3 Community Small Grants established with County Durham Community Foundation</p> <p>Year 4 Olympic Year</p> <p>Year 5 First ‘It’s Up to You’ event attended by 600 people</p> <p>Year 6 Priorities</p> <ul style="list-style-type: none"> ➤ Support to community and voluntary groups ➤ Activities for young people 	

	<ul style="list-style-type: none"> ➤ Older people ➤ Health <p>Year 7 New public health and welfare reform funding Year 8 Social Media reaching 5000 people Year 9 New Youth Fund Year 10 Priorities for 2019/21 voted for by 1179 (compared to 96 at the start)</p> <p>Ten Year Top 10</p> <ol style="list-style-type: none"> 1. 75 different Board members 2. 1 original Board member left – Cllr Amanda Hopgood 3. 2 Coordinators, 7 staff 4. 123 different Area Budget projects 5. £1,200,000 of area budget allocated 6. 91 Board meetings 7. £3,133,200 of Neighbourhood Budget funding allocated 8. 6 PB events, £163,000 funding to 65 projects with well over 10,000 votes cast 9. 10 Different priorities 10. £5,749,566 of match funding against area budget alone <p>Craig confirmed that Ryan Briggs had been appointed as the new public representative on the Board and will be attending the next Board meeting.</p> <p>Wharton Park brought in the highest accolade of match funding = £1.8m.</p> <p>The Chair thanked Craig, John Murphy, Wendy, Barbara and Marie for all of their hard work and a round of applause followed.</p> <p>John Ashby asked if the presentation could be uploaded onto the website and Craig agreed to look into this.</p>	
<p>3</p>	<p>Presentation: 2018/19 Annual Report</p> <p>Craig Morgan delivered a presentation on the Durham AAP 2018/19 Annual Report and listed below are some of the topics covered within it –</p> <ul style="list-style-type: none"> ➤ A map of the Durham AAP area ➤ Over 80 projects were approved totally £403,034 and attracted £335,670 match funding ➤ There are currently 652 forum members on our database ➤ 528 Facebook followers and 84,000 views ➤ Over 500 people attended the ‘It’s Up To You’ Event ➤ Meetings of the three task and finish groups have taken place over the year to discuss relevant issues and develop projects to address the AAP’s priorities ➤ Craig thanked County Durham Community Foundation who administer the Small Grant Fund ➤ Durham AAP have been involved in various consultations and also the Remembrance Day Parade 	

	<ul style="list-style-type: none"> ➤ Durham AAP is currently working on the former Sherburn Hill School site ➤ Craig thanked Board Members, Task and Finish Group Members, Forum Members, local communities and Durham AAP staff team for all of their hard work <p>The Chair said that she was pleased that Board Champions had been introduced during 2018/19 and gives the opportunity to see how projects are progressing and the difference the funding has made. She thanked everyone who participates in all of the AAP meetings and looked forward to 2019/20.</p> <p>A draft of the Durham AAP Annual Report for 2018/19 had previously been circulated and a glossy version of the document will follow.</p>	
4	<p>Confirmation of Chair, Vice Chair and Task and Finish Group Chairs</p> <p>Chris Tindale – Chair (Public representative) Cllr Amanda Hopgood - Vice Chair (Elected members) Adam Deathe – Vice Chair (Statutory partners)</p> <p><i>Task and Finish Group Chairs</i> Cllr Amanda Hopgood - Children, Young People and Families Rev Joanne Thorns – Older People Bill Moir – Improving our villages and city</p> <p>The Board agreed to these appointments.</p>	
5	<p>Comments from the Chairs</p> <p>Cllr Amanda Hopgood expressed her thanks to all Board members and the AAP staffing team for all of their hard work and support. She said it had been a pleasure taking on the role of Chair for 2018/19 and handed over to the new Chair.</p> <p>Chris Tindale took the chair</p> <p>Chris thanked the outgoing Chair Cllr Amanda Hopgood for her commitment to the Durham AAP board and following the AAP 10 Year Anniversary Celebration Event held on 24 April that he had attended, looked forward to the coming year.</p>	
<p>BOARD MEETING</p>		
6	<p>Minutes of the previous meeting & Matters Arising</p> <p>The minutes of the Board meeting held on 28 March 2019 were agreed as a true and accurate record.</p> <p><i>Matters Arising</i></p>	

	<p>There will be toilets located in the new Riverwalk development.</p> <p>It has been agreed that at every full council meeting, AAPs will have the opportunity to deliver a presentation on an activity they are involved in rather than ask a question.</p> <p>Following a request from the Board, Gillian Curry, Head of Comms in CDDFT is going to try to get someone from the Trust to attend a future Board meeting to provide more information about the development of the new emergency care centre at University Hospital North Durham.</p>	
7	<p>Neighbourhood Questions</p> <p>One neighbourhood question has been submitted; the response is awaited.</p>	
8	<p>Priorities & Task Groups Updates</p> <p>Children, Young People and Families</p> <p>The minutes of the meeting of the Children & Young People & Health Task Group held on 19 March 2019, had previously been circulated.</p> <p>Older People</p> <p>The minutes of the meeting of the Older People’s Task and Finish Group held on 20 March 2019, had previously been circulated.</p> <ul style="list-style-type: none"> • Project Application - Social Isolation Fund Kings Church Achor Project <p><u>Achor Community – Work with Elderly & Socially Isolated</u></p> <p>An application has been received for £7,500.00 towards a £23,190.32 project.</p> <p>This project will build on existing work that Durham AAP funded in 2017/18. The Achor Project provides a number of services for older people in the Sherburn Road area of Durham. The project has three main strands:</p> <ol style="list-style-type: none"> 1. Lunch Club 2. Befriending Service 3. Gardening Service <p>The funding would help to sustain the project over the next 1-2 years. Kings Church are looking at ways to sustain the project in the longer term.</p> <p>Board members agreed that this application be deferred pending further information. The applicant was potentially interested in applying for £5K next year but the Board were not comfortable with this.</p>	

	<p>Improving Our Villages and City</p> <p>A report had been provided to give an update on progress made through and following an ideas workshop held on 23 April 2019.</p> <p>Bill Moir encouraged people from the northern region of the outlying villages, community groups and parish councils to attend and invitations will continue to go out. Everyone is welcome to attend any task group.</p> <p>The report was approved.</p>	
<p>9</p>	<p>Budget Updates</p> <p><i>Neighbourhood Budgets</i></p> <p>The following Neighbourhood Budget projects were shared with the Board -</p> <p>Name of Scheme: The Safe Space Councillor(s): Corrigan Interest Declared: No Amount: £3,000.00</p> <p>Name of Scheme: Resurfacing of Muga & Tennis Courts Councillor(s): Hopgood / Simmons / Wilkes Interest Declared: Yes – All Cllrs are also Parish Cllrs Amount: £7,000.00</p> <p>Name of Scheme: Sherburn Primary School Play Equipment Councillor(s): Hall / Kellett Interest Declared: Yes – Cllr Kellett is Chair of school governors Amount: £16,000.00</p> <p>Name of Scheme: School Velo Cycling Councillor(s): Wilson Interest Declared: Yes – School Governor Amount: £1,000.00</p> <p>The Board was happy to approve the projects and the interest as declared.</p> <p><i>DAAP Funding – 2019/20 Launch</i></p> <p>Information on the various funding pots available was included with the papers and will be circulated electronically.</p> <p>For 2019/20 funding in the region of £145,000 will be available –</p> <ul style="list-style-type: none"> ➤ £100,000 - Area Budget ➤ £25,000 - Social Isolation Fund ➤ £9,902 - Youth Fund ➤ £10,000 - Welfare Reform 	

	<p>There are many charitable trusts and organisations that community organisations can apply to for grants. In order to make it easier for local groups to identify possible funding opportunities, Durham County Council have created the 'Durham 4 Community' function on their website</p> <p>https://www.idoxopen4community.co.uk/durhamcc?bcr=MTIzNA</p> <p>Durham AAP has set aside £20,000 of its Area Budget for local organisations to apply for through the 'It's Up To You' process.</p> <p>Durham AAP, working in partnership with the County Durham Community Foundation offer smaller grants of between £500 and £2,000.</p> <p>Children and Young People's Small Grants – grants of between £200 and £1,000 are available to projects that support work with children and young people.</p> <p><i>'It's Up To You' PB Event Funding Application</i></p> <p>For several years now, Durham AAP has held a participatory budget event at which local projects compete for votes. The projects which get the most votes get the funding. In 2018, 17 projects applied for funding with 11 being successful after the vote.</p> <p>The Board has previously agreed to set aside £20,000.00 for this in 2019 and an application has been submitted for Board members' approval.</p> <p>The application was agreed.</p>	
<p>10</p>	<p>Partner Updates</p> <p><i>Police Update</i></p> <p>Insp Andrea Arthur was unable to attend the meeting and there was no update given.</p> <p><i>BID/Business Update</i></p> <p>The InDurham Loyalty Card will soon be on sale. The card costs £5 and is free to businesses. The £5 fee will cover admin costs.</p> <p><i>Health Update</i></p> <p>The following is a statement that has been provided to update the Board -</p> <p><i>The Trust would like to confirm its commitment to the development of a new emergency care centre at University Hospital of North Durham. These plans are in development and have system-support. A full business case has been supported by the Trust's Board. We continue to work to identify potential funding sources while engaging with our clinical teams to further develop the clinical model and plans.</i></p>	

11	Any other Business None.	
12	Date and Time of Next Meeting Annual General Meeting and Board Meeting – Thursday 23 May 2019 at 6.00 pm (venue tbc) The Chair thanked everyone for their attendance.	