

**GREAT AYCLIFFE & MIDDRIDGE PARTNERSHIP (GAMP)  
MINUTES OF THE BOARD MEETING AND AGM  
TUESDAY 22 MAY 2018, 6:00PM, WOODHAM COMMUNITY CENTRE**



**PRESENT:**

**Elected Members**

Cllr Eddy Adam – DCC  
Cllr Jim Atkinson – DCC  
Cllr John Clare – DCC  
Cllr Scott Durham – DCC  
Cllr Kate Hopper – DCC  
Cllr Paul Howell – DCC

**Public Representatives**

Sue Cooke  
Alan Cooper  
Alan Jordan  
Carl Robinson  
Hannah Siddle

**Partner Representatives**

Stephen Gosnay – Business Representative  
Phil Hodgson – DCC Head of Service Representative  
Insp Sarah Honeyman – Police  
Kim Lawther – DDES CCG Health Representative  
Toni McHale – PCP (representing Carol Gaskarth)  
Justin Parry – Fire Service (representing Graeme Metcalf)

**OFFICER**

**ATTENDANCE:**

Brian Riley – GAMP Coordinator  
Victoria Grieves – GAMP Community Development Project Officer  
Paula Stockport – GAMP Support Officer

**PRESENTERS:**

Philippa May – Family Action (Young Carers)

**APOLOGIES:**

Carol Gaskarth, Graham Tarn, Graeme Metcalf, Cllr Brian Hall, Chris Cunnington-Shore

**OBSERVERS:**

V Crosby, R Adamson, C Hutchinson, S Day, V Cummings, D Bowman

**Annual General Meeting**

a. Introduction from Current Chair

BR briefly ran through general housekeeping procedures. BR asked for a show of hands to confirm first aiders present at the meeting; Insp SH, VC and JP.

Insp SH opened the meeting, and a brief round of introductions was given. Insp SH thanked her fellow Board members and the GAMP team for their support during her term as Chair; the Board have supported some fantastic local projects and Insp SH is privileged to have been Chair.

BR thanked Insp SH and took the Chair.

b. Election of Chair & Vice Chairs

BR confirmed that he has been coordinating Vice Chair nominations for each third of the Board, and highlighted the following:

- o Cllr Eddy Adam is currently the Vice Chair representing the Elected Member sector and will take the Chair for 2018-19;
- o Sue Cooke will be Vice Chair representing the Public Rep sector;
- o Insp Sarah Honeyman will be Vice Chair representing the Partner sector.

BR thanked all those who had volunteered for the roles.

The above roles were **AGREED** and ratified by the Board.

c(i). 2017-18 Final Area Budget Update

BR confirmed that a final statement of Area Budget spend for 2017-18 had been circulated in advance with the meeting papers, for information. This highlights the AB allocation and current project status for all projects. BR highlighted the additional £10k allocation for Welfare Reform and £9,902 for Youth Fund schemes.

c(ii). 2017-18 Final Neighbourhood Budget Update

BR confirmed that a final statement of Neighbourhood Budget spend for 2017-18 for all DCC Elected Members had been circulated in advance with the meeting papers, for information. BR highlighted that Cllrs are permitted to carry forward any unallocated NB to the new financial year; BR added that the double purdah period observed at the start of the financial year had restricted activity and spend.

d. Draft 2017-18 Annual Report

BR confirmed that the draft 2017-18 Annual Report had been circulated in advance by email with the meeting papers. BR asked Board members to review the draft document and forward any comments or queries to the GAMP team by Friday 1 June. Following this deadline, the final report will be uploaded to the GAMP website, Facebook etc, and the link will be circulated by email to all Board and Forum members in due course. Hard copies will also be available on request via the office. Following a request from the new Chairman, BR confirmed that a brief Executive Summary will also be prepared in due course.

## Standard Board Meeting

### 1. **Introductions & Apologies**

Cllr EA took the Chair, thanking Insp SH as outgoing Chair. Cllr EA also acknowledged the work of the GAMP team, as well as former CDPO Adam White. Cllr EA welcomed observers to the meeting, pointing out they would be able to comment under Items 3, 4 and 5 on the agenda. Cllr EA reminded Board members of the standard Declaration of Item on the agenda.

BR clarified there have been some recent changes in relation to Board members, as follows:

- o tonight will be Alan Cooper's last meeting as Public Rep, he will be stepping down;
- o Graham Tarn has submitted apologies for tonight's meeting, but has also submitted his resignation and will be stepping down as Public Rep;

- Graeme Metcalf (Fire Service) has a new role and will be confirming a new GAMP rep in due course; Justin Parry attending this evening on behalf of Graeme.

Hence, we have two Public Rep vacancies on the Board. BR is pleased to confirm that David Sutton-Lloyd has accepted one of the places, but the other two reserve reps are unable to take up a place due to changes in their circumstances. The other vacancy will therefore need to be advertised locally. BR will arrange the relevant recruitment process and keep Board members informed accordingly (**Action 1: BR**).

Cllr EA thanked AC and GT for their time on the Board.

BR confirmed that apologies for absence had been received, as noted above.

## 2. **Minutes of the Meeting Held on 27.3.18 – Matters Arising**

The draft minutes from the Board meeting held on 27.3.18 had been circulated in advance with the meeting papers. BR reviewed the minutes page by page for matters arising, actions and accuracy.

BR confirmed that Action Point 1 (Para 5.1) had been completed; the Neighbourhood Budget proposal for Sedgefield Water Polo Club had been forwarded to the Funding Team for technical appraisal.

BR pointed out that in relation to Paragraph 6.2 on page 4 (Older Persons Social Isolation Fund), he has clarified that a project proposal could potentially come forward for the full three-year allocation (£75k).

There were no outstanding actions or other matters arising, and the minutes of the last meeting were **AGREED** by the Board as a true and accurate record.

## 3. **Countywide Partner Issues**

### 3.1 Young Carers' Charter Presentation (Philippa May)

Board members received a presentation in relation to the Young Carers' Charter. The Family Action Bridge Young Carers Service aims to strengthen families and support them to make positive changes. They are currently trying to encourage schools and organisations to sign up to the 'Young Carers' Charter' – a list of pledges to identify and support Young Carers. There are 1,659 identified Young Carers in County Durham (aged 5-17 years); evidence suggests that the role can impact on their ability to socialise, their self-esteem and educational attainment, and many are often bullied at school. So far, 60 schools and 34 organisations have signed up to the charter, and there will be a big push to recruit more organisations (particularly GP surgeries) in June – carers week is taking place 11-15 June. GAMP is currently going through the process of signing up, and consideration will be given to all 14 AAPs across the County getting involved.

A brief discussion followed and a range of questions were put forward from Board members.

Further information is available via:

website: <https://www.family-action.org.uk/>

email: [philippa.may@family-action.org.uk](mailto:philippa.may@family-action.org.uk)

and you can follow the charter project on Twitter using #durhamhigh5

BR highlighted that the GAMP team have put together a display board to help promote the charter; and Board members are welcome to take this along to any local events or meetings etc; please contact BR to arrange. Sue Cooke has already taken the display to an event in School Aycliffe. BR will also circulate a copy of the presentation slides with the minutes (**Action 2: BR**).

Cllr EA thanked Philippa for her presentation, and she left the meeting.

#### **4. Local Neighbourhood Issues**

##### **4.1 Neighbourhood Policing Update (Insp SH)**

Insp SH updated Board members in relation to crime figures, current policing activity across the GAMP locality, as well as local PACT priorities, and current/emerging issues, including ongoing issues. Insp SH also highlighted upcoming PACT meeting dates for information; adding that the Evangelical Church venue has now been changed to West Ward Community Centre going forward.

Cllr JC commented that information available via the Durham Insight website highlights that overall crime in Middridge and Woodham is the lowest across the whole County, which is reassuring, and thanked the police for all the work they do.

Cllr EA thanked Insp SH for her update.

BR confirmed that no other local neighbourhood issues have been submitted to the GAMP team in writing ahead of the meeting.

BR confirmed, for the minutes, that Board members have received the following correspondence from the GAMP team since the last meeting:

- information on DCC Overview & Scrutiny Refresh of Co-optees circulated by email on 29.3.18;
- final guidance notes on the Older Persons Social Isolation Fund circulated by email on 10.4.18;
- GAMP ebulletin circulated 9.5.18;
- a link to the new 'Durham Insight' community mapping tool circulated by email on 18.5.18.

If any Board member would like information on events, activities, projects etc circulating to the GAMP database via our ebulletin or Facebook page, please contact the GAMP team.

*[Insp SH left the meeting]*

#### **5. Neighbourhood Budget Applications**

BR confirmed that a project summary had been circulated in advance with the meeting papers; there is one project for final recommendation.

##### **5.1 Newton Aycliffe Working Men's Club Concert Room Refurb**

Declaration of Interest: Cllr J Atkinson

VG confirmed the request from NB is £4,000 (Cllrs Atkinson & Iveson). VG gave a brief outline of the project proposal. There were no comments or queries and Board members **APPROVED** the proposal.

BR will now forward the application to the Funding Team for technical appraisal (**Action 3: BR**).

## 6. **GAMP Coordinator's Update**

### 6.1 Area Budget Project Callout Update

BR updated Board members in relation to this year's project callout, which closed on 11 May. BR firstly thanked VG and PS for their hard work coordinating the callout. 49 application packs were issued, and we received 29 project proposals, which is a great response. BR highlighted the breakdown by priority:

- Children, Young People & Families: 11 x projects totalling £96,886
- Older People: 15 x projects totalling £108,619 (one has since withdrawn, giving a revised total of £103,410)
- Employment, Enterprise & Training: 3 x projects totalling £31,526

The overall total funding request is £237,031. BR has roughly calculated that there is approximately £64k worth of capital expenditure (to be confirmed by the Funding Team), and the ranking panel will need to closely monitor the capital allocation when reviewing the Expressions of Interest.

BR clarified that all projects have been sifted to confirm eligibility. The next stage in the process will be for the Task Groups to meet and review all project proposals under the respective priorities, to agree a consensus of comments and/or queries for each project. Applicants will then be given an opportunity to respond, and all relevant project information will be collated ready for the ranking panel.

BR confirmed that Board members had previously agreed to devolve the decision-making and ranking process to a subgroup of board members (2 reps from each sector). BR will coordinate volunteers separately by email (**Action 4: BR**). Anyone with a Declaration of Interest in a project will be unable to take part in the ranking. The ranking panel will review all projects and funding will be awarded according to rank until the full allocation has been reached. There will likely need to be two meetings to accommodate the number of projects to be scored, and the meetings will be due to take place either w/c 9 or 16 July.

BR highlighted that the 'Employment' priority is slightly undersubscribed and asked Board members to consider sharing the balance (£1,807) between the other two priorities. We will however have to await the ranking results, particularly in relation to capital, before deciding on exactly how this is apportioned. Board members **AGREED** with this proposal.

Successful projects will be asked to transfer their project proposal information to a full Area Budget application form, with support from VG if required. The AB applications will then be circulated to Board members by email for final agreement and ratification before being passed to the Funding Team for technical appraisal.

BR will keep Board members updated accordingly.

### 6.2 Quarter 4 Project Monitoring Update

BR confirmed that the 2017-18 Quarter 4 updates (Jan-March 2018) had been circulated in advance with the meeting papers, for information. The reports give an update on progress for all 'live' AB-funded projects. BR asked Board members to review the reports and direct any queries to the GAMP team in the first instance.

BR reminded Board members that they are more than welcome to go along and observe a project 'in action' – this helps give a flavour of how the project works. Anyone interested should contact the GAMP team. Cllr JA commented that he has visited a couple of projects recently, and it was good to see them first hand.

#### Not on the Agenda

BR confirmed that Operation Spruce Up will be coming back to the GAMP area in March 2019. BR will agenda this for further discussion at the November Board meeting, but if any Board member has suggestions in the meantime for potential areas to include in the programme, please contact the GAMP team. Cllr EA commented that the first Spruce Up in the area had made a real difference, and suggestions or ideas for potential key areas for the next programme would be welcome.

#### **7. Date & Time of Next Meeting:**

Cllr EA confirmed the next Board meeting is arranged as follows:

**Tuesday 17 July 2018, 6:00pm at Aycliffe Village Hall**

Cllr EA highlighted there are a couple of presentations confirmed for the next meeting; County Durham Plan and Active Durham.

Cllr EA thanked all attendees, as well as Woodham Community Centre for hosting the meeting, and the meeting was closed.