MID DURHAM
AREA ACTION PARTNERSHIP

BOARD MEETING

MINUTES OF THE MID DURHAM AREA ACTION PARTNERSHIP BOARD MEETING in The Miners Institute, Church Street, Langley Moor, DH7 9TZ 13TH January 2016 at 6.00pm

PRESENT: Public Representatives
Paul Fitchett (Vice-chair), Lesley Baxter, Freda Dawson, Janet Box and Drew Watson (co-opted youth rep.)

Partner Organisations
Barbara Harker, Peter Appleton, Russell Haywood and John Jameson

Elected Councilors
John Turnbull, Paul Taylor, Ossie Johnson, David Bell, Barbara Armstrong, Joe Armstrong and Jean Chaplow

OFFICER ATTENDANCE: Andy Coulthard (AAP Coordinator), Pam Sinclair, Lynn Cummings (AAP team)

PUBLIC ATTENDANCE: Phil Luther, Kevin Sample, Claire Ebdon, Alan Gibson and Geoff Smith

APOLOGIES: Board Partners – Vickie McCourt, Chris Davis, Lesley Richardson and Lynne Boyd
Board Elected Members – Richie Young
Board Public – None
Forum Members – Derek Wintrell, George Hawxwell, Susan Carmedy. Jill Gladstone and Mike Gladstone

1. Welcome to Board Meeting and Apologies

As the Chair (Cllr Young) had put in his apologies the Vice-Chairperson, Paul Fitchett, opened the meeting - housekeeping and apologies were given and there were no declarations of interests. Paul Fitchett introduced Barbara Harker as our new Partner Representative along with Drew Watson our new Co-opted Youth Representative.
2. **Minutes of Previous Meeting – 11th November and Matters Arising**

The minutes of the previous meeting were agreed as a true record.

**Matters Arising**

6.2.3 **Enterprise Support Project**

Andy stated the previous issues had been addressed and the project circulated virtually for comment in December. Members were in full agreement to support.

3. **Presentation – Mid Durham Employability Programme**

Clare Ebdon provided an update to the Board and stated the project is running well and on target (report available on request). Cllr Joe Armstrong stated any support she needed would be offered by the AAP. Members were pleased with progress.

4. **Presentation – Poverty Action Plan**

Peter Appleton provided a presentation on the Poverty Action Plan (report available on request). He suggested the Board accessed the [www.adviceincountydurhampartnership.co.uk](http://www.adviceincountydurhampartnership.co.uk) for more information. He also stated any further comments should be forwarded to Andy in the next couple of weeks. Cllr John Turnbull enquired - would financial assistance be given if Universal Credit was removed from individuals. He was informed emergency funding may be available but the County Council’s Welfare Rights department would be the best section to contact for more information. Further discussion took place and these items would be forwarded onto the relevant section for feedback into the Action Plan.

Following the presentation and discussion the Chair thanked Peter for the presentation.

**Action:** Andy to forward the presentation to the Board and any feedback onto the relevant County officer.

5. **Priorities - Task Group Leads Update**

5.1.1 **Support for the Community Voluntary Sectors Task Group Update**

Andy updated the meeting on the task group’s work.

The group has met once since the last Board meeting allocating £2,850 of small grant to 7 groups and attracting a further £2,371 in matched funding. This takes our cumulative total to £15,773 small grants monies, allocated
to 40 groups attracting over £18,030 of matched funding. This leaves us with £4,299 to allocate across the next 3 months.

5.1.2 **Children & Young People Task Group Update**

Andy updated the meeting on the task group’s work.

The group has not met since the last meeting in October. There is an annual summary task group meeting proposed towards the end of February, with the date being circulated around the Board and Task Group members later in January.

5.1.3 **Older People Task Group Update**

Peter updated the meeting on the task group’s work.

The group has met once since the last meeting. Managing Money Better had supported residents in Mid Durham to save £3,339 during October and November.

The good work of the intergenerational programme was highlighted with the group keen to publicise their work. This led to further discussions around publicising the work of the task group in general. This will be looked at in January.

The group discussed the future of the Neighbourhood Networks programme which had received 9 referrals during December. The group asked the lead organisation to look at a couple of actions and report back at the next task group meeting for further discussions.

Feedback was provided on recent research carried out on the ‘Wellbeing for Life’ programme.

The group are looking at using the Public Health funding to put in place a Dementia Support Worker for Mid Durham, discussions are ongoing with the Alzheimer’s Society.

Finally, the potential to extend a volunteer based community transport scheme (Social Resource Centre) into delivering in Mid Durham is also being discussed.

5.1.4 **Employment & Job Prospect Task Group Update**

Andy updated the meeting on the task group’s work.

The group has not met since the last meeting. The Board have re-considered the Enterprise Support Area Budget application which came to
the Board in November and agreed to support the proposal (this was done virtually in December). They will be meeting again towards the end of January – date to be circulated.

The Wheels to Work programme was discussed with a suggestion to look at European funding as a possible continuation fund if the project is successful.

**Action:** Russell will forward some information to Andy concerning the Wheels to Work

5.1.5 **Roads Safety Task Group Update**

Paul Fitchett updated the meeting on the task group’s work.

The group has not met since the last meeting but will be meeting again on the 4th February at 2pm in the Miners Institute, Langley Park

5.2 **Area Budget Report**

5.2.1 **Small Grants 2016/17**

Andy provided an overview of the project (report available).

**Recommendation:** The Board agreed to support the project.

5.2.2 **Brandon Drop-in**

Andy provided an overview of the project (report available)

**Recommendation:** The Board agreed to support the project

5.2.3 **Brandon Clothes Bank**

Andy provided an overview of the project (report available).

**Recommendation:** The Board agreed to support the project

6. **Correspondence & Written Questions from the Public**

6.1 Andy stated the CCG Commissioning Intentions Event would be held soon. If anyone wanted to attend the event could they get back to Andy; however he and Paul Fitchett would attend on behalf of the AAP.

6.2 Andy informed the meeting Carolyn Dent, Public Board member had tendered her resignation due to work commitments. He stated the Board vacancy will be advertised in the near future. He highlighted that Carolyn
had been contacted and thanked for her contribution to the work of the AAP.

7. **Report from AAP Coordinator**

7.1 **October & November Roadshows update**

Andy gave an overview of the report (available on request). He stated there had been a very low turnout of attendance at the 6 sessions. He did however, indicate that the partner services had found the sessions helpful to develop their relationships with other partners. Discussion occurred around promoting/marketing the AAP events/work and various suggestions were mentioned i.e. advertising on television.

7.2 **Q2 Area Budget Monitoring Report**

Andy gave an overview of the report (available on request). He highlighted 2 projects which he felt the AAP needed to work with over the coming months to try and bring back online with targets; however, one of these (Ushaw Home Farm) had recently had to withdraw their request for funding as the project could not go forward without Durham University who were in the process of pulling out of Ushaw College. The remaining project – Neighbourhood Networks, as previously highlighted is already under scrutiny from the Older People’s Task Group.

**Action:** Andy to work with the Neighbourhood Network lead organisation to try and support them back on line with targets.

7.3 **Mid Durham AAP Priority Themes Report**

Andy gave an overview of the report (available on request). Following the report discussion occurred. It was noted that the positioning of the priorities had dramatically changed from last year and children and young people had moved from 2nd place to 8th place for 2016/17. Cllr Ossie Johnson stated the youth service is going out to consultation and it is looking to reassign £10,000 to each AAP for youth provision.

Andy suggested looking more in depth at the results at the March Board meeting and this was agreed.

7.4 **Work of the Team – November 2015 to January 2016**

- Developed funding plan and supported submitting applications for West Butsfield Young Farmers new build
- Supported Burnhope CA, alongside DCA, to dissolve previous charity committee and put in place a new Charitable Incorporated Organisation (CIC)
Developed a feasibility brief for the War Memorial Group in Burnhope and had a positive meeting with the Northern Area War Memorial representative.

Continuing to support Brandon Sporting Hub group to look at a multi sports hub (Cricket, Football and Boxing)

Supported St John’s, Meadowfield to select a Project Manager for their proposed rebuild

Supported Brandon and Byshottles Parish Council and local artist Graham Hopper to deliver a community consultation event on the proposed arts feature for Ushaw Moor

Supported several groups – Burnhope Partnership and Esh Parish to look at submitting applications to the Tesco/Groundwork Environment Fund

Working with the Neighbourhood Warden in Langley Park to look at issues around overgrown gardens

Worked with police and highways staff to deliver a report back to the Esh Village primary schools and residents association regarding speeding concerns

Continuing to support Silver Talk via sitting on their management committee

Held 2 task group meetings

Delivered 2 ‘Get Ready for Winter Road Shows’

Looking to work with Julie O’Conner and Debra Nicol (youth workers across the AAP) to look at working with our newly co-opted Board member – Drew Watson to set up a young people’s panel for the AAP area

Worked closely with the Northern Area Wellbeing for Life Team to look at delivery and management structures

Coordinator is now a member of the North Pennines LEADER programme

Supported roll out of Derwentside Homes ‘Digi Van’ in several of our villages

Supported a number of groups to access small grants funding – continuing monitoring and evaluation

Supported Age UK and Carrside Youth club to host a social and advice evening for older residents

Attended the Community Wellbeing Partnership on behalf of all the AAPs

Submitted the 6 monthly AAP update to the Health and Wellbeing Board on behalf of all AAPs

Accompanied County Durham Community Foundation and the ESB Windfarm Fund rep to examine project co-supported with the AAP in Satley and East Hedleyhope

Support both Brandon and Stanley Local Advisory Boards which oversee the delivery of Children Centre Services across Mid Durham and beyond

Updating Area Budget, Neighbourhood Budget and Small Grants performance management

Working with Countryside and Groundwork to complete the Rail Paths Programme

Currently updating ‘Heads Up’ website ready for re-launch in 2016

Produced one E-Bulletin in December
7.5 Finance Report

Andy gave an overview of the report (available on request). He stated Board Champions were required for various projects and asked for volunteers. Following discussion it was agreed as below;

- Clothes Bank: Lesley Baxter
- Brandon Drop-in: Cllrs John Turnbull & Paul Taylor
- Employability: Cllr Joe Armstrong
- Young Farmers: Cllr Ossie Johnson
- Wheels to Work: Andy Coulthard & Drew Watson
- Targeted Business: Cllrs John Turnbull & Paul Taylor
- Enterprise Support: Not identified
- Small grants: Internal and already led by Board members

8. Partner Presentation

John Jameson provided a presentation on the Fire Services Integrated Risk Management Plan 2016/17 Consultation. He stated he could provide a hard copy to the Board or there is a link on the website. Following the presentation discussion occurred around the difference between Fire Break and the Young Firefighters. Promotion was discussed with a suggestion to contact the Head Teachers to access pupils who might be interested.

**Action:** Andy to forward the presentation and link to Board, Forum and Parish Councils.

9. Parish Overview: Esh Parish

Geoff Smith (Esh Parish Clerk) gave an overview of the work of Esh Parish Council and thanked the AAP for all their support. Members thanked Geoff for his overview and encouraged the joined up working to continue.

10. Date and Time of Next Meeting

The next Board meeting will be held on 9th March in New Brancepeth Village Hall, Rock Terrace, New Brancepeth, DH7 7EP

**For Further details on these minutes please contact the Mid Durham AAP team on 07818 510370.**

Board Approval of Minutes dated:

Chairpersons Signature: __________________________
Date: __________________________