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| <b>Date:</b>  | 4 <sup>th</sup> July 2017   | <b>Venue:</b> | SBL HUB  |
| <b>Present:</b>   | Emma, Mel, Harry, Colin, Kevin, Bob, Paul, and Paul Willis: AWDC waste management.<br><br>It was agreed that Paul & Emma had gone beyond the call of duty and did a spectacular job regarding the Sompting festival organisation and implementation. Well done from all the members.  |               |  |
| Resignation   | Albert has resigned, however may want to be considered at a later date.   |               |  |
| Agenda Items  | Conversations   | Actions       |  |
| 1 Apologies   | Jim, Carson   |               | None   |
| 2 Star People   | No reply from this group.   |               | Emma to email Chris.   |
| 3 Recycling for west Sussex.                                  | Paul Willis explained the schemes that had have been and are operating in various parts of Sussex and set out the aims and objectives of the schemes, please refer to the handouts of the presentation and the promotional leaflets given out. A visit to the MRF to be done dates and personnel to be agreed. It was proposed that the scheme if adopted could start in April 2018. Meeting TBA for circa Dec 17.  |               | Meeting 5 <sup>th</sup> Dec 2017 to discuss options available and would best suit Sompting if we went down this path.<br>Emma to get an electronic version of the presentation for the mins. |
| 4 Approval of May 17 mins                                     | Proposed by Kevin seconded by Paul M as a fair reflection of the mtg.   |               |  |
| 5 Matters arising:<br>a) Sign-age<br><br>b) Youth Work Advert | Carson to sign the Partnership documents as soon as practical<br><br>This item was discussed and options were put forward:<br><br>Look to recruit via the church in September 2017, however a stipulation from Colin was that the candidate would need to "have sympathy with the faith". Some members of the partnership felt that this was restrictive and we should be looking for a qualified Youth Outreach worker regardless of denomination.<br>A prior meeting with AVA had concluded that a CYW could be sourced with Job Description, Person Spec and Job advert being done asap and a recruitment drive be put in place, this would offer options along with the church's proposals. Colin to provide Paul with Youth club info.<br>Once docs and costings in place then an ad-hoc meeting to be arranged. |               | Emma asap<br><br>Jim, Adrian to get JB etc asap and costings in preparation to interview candidates.<br><br>Colin.<br><br>Meeting 15 <sup>th</sup> August 2017                               |

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| c) Key Safe                         | This item is concluded.   |  |  |   |
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| 6 Updates from Leads                | <b>Young People lead</b>  | See above                                |  | Meeting 3 <sup>rd</sup> Oct to discuss. |
| <b>Parks &amp; Open Spaces Lead</b> | Bird boxes, Bug Houses to be promoted on the FB page.<br>Table Tennis (Ping Pong) as a method to engage the community, costs are £800-£1000 if we go ahead this would be funnelled through the AWCC parks department as they may do the installations at various park locations. Accurate costings and time scales to be done.      | Emma<br><br>Emma & Kevin along with Mel. |  |   |
| <b>Money Matters lead</b>           | As per last mins, using the waste management as above to raise awareness of how money may be saved in utilities etc. Cleaning of the alley ways as a way of engaging the community.   | Mel, Emma and others in Mel's network.   |  |   |
| <b>Action Fund lead</b>             | 1) Age UK have been granted their funding.<br>2) Nursery grant done, launch date req.<br><br>3) It was suggested a wine and cheese or tea and cakes or both be arranged to promote the availability of the action fund. Possibly September on a Saturday 23 <sup>rd</sup> or 30 <sup>th</sup> venue TBC. Primary sch. Is an option. | Emma + Lead                              |  |   |
| <b>Events lead</b>                  | Sompting festival 30 <sup>th</sup> June through to 2 <sup>nd</sup> July 17 on SRG, Excellent work done by all in making it a better festival than 2016 Merchandise was quickly taken up and the planning should begin now for next year's festival. In the meantime, a water  |  |  |   |

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|                          |   | park day was discussed, arrangements, dates, costings etc to be looked at soon. a review meeting TBA with SBL and SPC. However, it was mentioned that more people need to be involved, the use of Marshalls maybe an option. Keep supporting Harvey's gang (Charity) SBL youth football on a Sunday, building the community support with perhaps an adult team as well.  | Emma, Paul, SPC  |                    |
|                          | <b>Health &amp; Well-being lead</b>   | On the 9 <sup>th</sup> June, a meeting was held where it was agreed that "going local" would be the better vehicle to promote this activity.<br><br>minutes 9th June 2017 HWB.doc<br><br>A meeting with SPC and hopefully The Ball Tree Surgery is scheduled for the 28 <sup>th</sup> July 2017 when logistics, timings and costing would be available so that decisions can be made. |                  |                    |
|                          | <b>Facilities lead</b>  | IT4Charity award is Friday 7 <sup>th</sup> July 2017. We can then commission the refurb of the hub and the IT equipment  | Emma, Harry, Mel |                    |
|                          |   |  |                  |                    |
| 7. Administration update | Admin Work report to be distributed via e-mail to all.<br>Mini bus is very busy and with the summer around the corner it will get busier.<br>Corner House is no longer using the hub due to lack of community support.      |  |                  | Admin Emma         |
| 8. Hub Lease             | The Hub lease due Nov 2018 TBR later. Larger premises may be required.  |  |                  | Emma to follow up. |
| 9. Food Bank             | It was agreed that the Hub maybe used as a venue for the distribution of food parcels via a voucher system which is already in place, tried and tested. No food would be left on site at the end of a distribution session. |  |                  | Emma to follow up. |
| 10. AOB                  | Still use the bi-monthly meeting for SBL however we need to fit in ad-hoc meetings IBT these. A sch. Needs to be drawn up.<br>Mini bus tow bar: Sustainable Sussex have requested that we fit a tow bar so that they        |  |                  | Harry/Emma         |

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|                 | <p>can use the bus and that they would purchase the bus if we were to upgrade in the future to accommodate disabled passengers. (cost circa £200)</p> <p>It was suggested that SBL challenge local organisations in various games.</p> <p>Pat mentioned the “rift” between barbs and Ray, it was felt that this was understood and that the partnership needed to move on.</p> | <p>Pat &amp; Emma</p> <p>Paul to investigate.</p> |
| 11. New members | <p>Two new members were proposed by Kevin, application forms to be done and reviewed.</p> <p>The partnership needs to actively pursue the recruitment of more women and younger people to join the Partnership. SRWA maybe a resource we can tap into?</p>   | <p>Emma Kevin</p> <p>All.</p>                     |

Minutes by H A Crosby (Partnership member)

Next meeting: 5<sup>th</sup> Sept 2017 at the hub 7:00 pm

Next rotating Chair - Paul