

## Sompting Big Local Partnership meeting

Monday 10th November 2014

Community Room, Sompting Village Primary School, Sompting, West Sussex

### Attendees:

#### Partnership members:

Adrian Barritt, Adur Voluntary Action  
Gill Crowter, Resident  
Trevor Crowter, Resident and Co-Chair  
Alun Jones, Resident and Vice-Chair  
Jonathan Paine, Resident and Co-Chair  
Chris Servante, Resident and Parish Council  
Mel Shaw, Resident & Adur & Worthing Council

#### Volunteers, public and observers

Andy Brook, Volunteer, Adur Voluntary Action and North Lancing Residents Association  
Albert Cuckney, Sompting Football Club and Resident  
Emma Crowter, Resident/Volunteer at the Hub  
Ray Dowie, Resident  
Julie Gardiner-Stainbridge, Resident  
Molly Glover, Resident/Volunteer at the Hub  
Michelle Lewis, Resident  
Barbara Locke, Resident/Volunteer at the Hub  
Pat Locke, Resident  
Terry Locke, Resident  
Paul Mansell, Resident  
Tony Nicklen, Resident

### Partnership Member Apologies

Carson Albury, District Councillor  
Kay Vincent, Resident and Parish Councillor

### 1. Welcome and introductions

Alun Jones welcomed everyone to the meeting. (Jonathan Paine and Adrian Barritt arrived after commencement of the meeting)

### 2. Minutes of previous meeting / Matters Arising

The Minutes of the meeting held on 13<sup>th</sup> October, 2014, were AGREED as a correct record after addition of Tony Nicklen to those present at the meeting and removal of "and Chair" from the entry of Gill Crowter on the attendance record. There were no matters arising apart from items already appearing on the agenda.

### 3. Sompting Big Local Terms of Reference

Alun Jones referred the meeting to the paper circulated ahead of the meeting, the proposed Terms of Reference document also circulated ahead of the meeting and to the fact that the Terms of Reference Document took the changed structure proposals presented to the previous meeting and incorporated them into a more comprehensive document to guide the Partnership on structure and process.

Alun Jones indicated that the only proposal for amendments to the structure presented to the October meeting was received from Mel Shaw. Discussion took place on Mel Shaw's amendments and the consensus of the meeting was to adopt the altered list of elected SBL roles and the altered list of Committees but that the proposed Secretary post should not chair Partnership meetings as suggested in the amendment and that there should be an additional role of Partnership Meeting Chair who would not be part of the SBL Leadership Team but just have responsibility for effective and timely chairing of the Partnership meetings. **The proposed Terms of Reference document was agreed after amending as indicated above.**

#### 4. AGM Arrangements

Alun Jones referred the meeting to the Notes of the AGM Task and Finish Group meeting circulated in advance of the meeting. Mel Shaw reported that finding a suitable venue in Sompting for a morning booking on the Group's preferred date had not proved possible. To go for the preferred date meant an afternoon booking but to get a Saturday morning booking would mean going for 13 December. **The consensus of the meeting was to go for the morning of Saturday 13 December at United Reformed Church. The meeting endorsed making arrangements for professional provision for looking after children** with volunteer assistance if the number of children looks like being large. **It was also agreed to arrange buffet refreshments for up to 100 people.** Thanks were expressed to the Task and Finish Group for the work done so far.

#### 5. Co-ordinator Post from 1/1/2015

Alun Jones referred the meeting to the paper circulated in advance of the meeting which set out the background to the budget set in the Action Plan for the employment of a Co-ordinator. Alun also reported that as Acting Chair, as a result of the views expressed at the October Partnership Management Meeting he had personally re-examined the costings used for setting the budget figure. As a result of this the Interim Management Group had felt able to increase the weekly contractual hours to 28 as indicated in the report. The question of training for the Co-ordinator was raised from the meeting and Alun Jones explained that there was no provision for the cost of training of the Co-ordinator in the budget for employing the Co-ordinator. However there was a general Training budget available which can be used in part for this purpose. With that clarification **the Meeting AGREED TO NOTE the report of the Interim Management Group.**

#### 6. Chairs Report (inc Co-ordinators Report)

Alun Jones indicated that there was not a lot to report in view of the decision at the October meeting not to immediately progress any projects beyond what was immediately in hand pending the election of a strengthened leadership team at the AGM. He did however report that as a result of the recent Parish Council Amenities and Environment Committee meeting the trial Sunday service on the No. 7 Route was a step closer but there were still some issues including the Notice to the Traffic Commissioner to be resolved. Barbara Locke was able to supplement this with an indication that the SBL Transport Group were meeting on Wednesday 12 November to review the current situation. The Co-ordinators Report had been circulated prior to the meeting and no questions were raised.

#### 7. Finance Report

Alun Jones referred to the report that had been circulated prior to the meeting and explained to the meeting that it was the basic data as recorded in the AVA computerised financial system and had not at this stage been reworked to reflect the format in which the SBL has its spending set out by Local Trust. Trevor Crowter supplemented this information by indicating that whilst the Finance Officer had previously been reformatting the information for his reports it had been found that Local Trust had been expecting reports in yet a further different pattern. Barbara Locke questioned the figure of £5,000 shown under Marketing. Alun Jones and Adrian Barritt were confident that this would be down to a misunderstanding in allocating expenditure to the Accounting Headings used in the AVA Accounting system but jointly agreed to examine the item and report back.

#### 8. Working to help Young People

Suggestions were made from the meeting about how best to involve the young people of Sompting in contributing to a vision of a better Sompting and also what Sompting Big Local are wanting to do to make things better for the young people of Sompting. There was a consensus in the meeting that there is a need to be able to encourage an interest from young people with some initial thoughts expressed. The meeting were reminded that there is specific provision in the Action Plan budget for work related to young people and that this may be a good topic for a workshop session once a strengthened leadership team is in place after the AGM.

The meeting closed at 21:20