

<b>Date:</b>	5 <sup>th</sup> September 2017	<b>Venue:</b>	SBL HUB
<b>Present:</b>	Emma, Mel (late arrival due to training), Jo, Linda, Harry, Colin, Paul, Pat, Colin, Jim (big local), Adrian (AVA)		
<b>Agenda Items</b>	<b>Conversations</b>	<b>Actions</b>	
1 Apologies	Kevin, Bob, Carson.		
2 Approval of July 17 mins	Jo proposed the mins of July were a true reflection of the meeting, seconded by Colin. It was suggested and agreed for Emma to email Carson ref chairing the next meeting.	Emma.	
3 Matters arising from July mins			
a) Sign-age	Linda to sign.	Linda & Emma.	
b) Mini bus tow bar	This was agreed in principle for this tow bar to get fitted, however a discussion on “off road damage” took place and it was agreed that Emma needed to communicate with Sustainable Sussex to get some form of agreement whereby they are liable for any off-road damage.	Emma.	
c) Food Bank	Emma offered the use of the Hub one morning per week FOC. No dates yet, it was also suggested “could the food bank people also use the HJC.	Emma & Paul (SPC)	

4 Updates from Leads:	<b>Young People Lead</b>	SLA available for signatures confirming the continued funding. Abby to meet up with AVA and Admin from SBL. SRWA meeting to be set up to encourage young people to take an interest in SBL and what it can do for the Youth of Sompting. Abby is also organising the two youth clubs to be included in the SLA. 23 <sup>rd</sup> Sept meeting, Emma to contact Ali to attend. Ali to be co-opted on to SBL.	Abby, Ali, Emma, Colin. All
	<b>Parks &amp; Open Spaces Lead</b>	On behalf of Kevin, Emma with a Sompting resident Barbs had a meeting with Adur where it was suggested that bollards be installed around the SRG, after a discussion it was suggested that a earth mound and trough be constructed around the Rec and planted with wild flowers. Halwick park has something similar but not all around the area. Costs from Adur to be sort and a meeting to be arranged between SBL, SPC and Adur to see if a three-way fund can be agreed. Paul also had an informal chat with some youths at Croshaw Rec and made them aware of SBL and what might be done for the youth of the area. A suggestion was made whereby SBL have some cards printed that could be distributed in and around the schools to make younger people aware of SBL & SPC.	Linda to talk with ACF. Mtg. TBA Emma.
	<b>Money Matters lead</b>	Waste management & recycling meeting 3 <sup>rd</sup> Oct 17. Partnership need to agree on what approach they want to have.	All.
	<b>Action Fund lead</b>	To be promoted at the networking event 23 <sup>rd</sup> September at the SRWA. 10:00 till 12:00 noon.	All

	<b>Events lead</b>	<ul style="list-style-type: none"> <li>• Christmas tree at HJC agreed</li> <li>• Family disco event to be organised at the HJC small children and then teenagers, ticket's and selection box gifts, also involve the Community Church.</li> <li>• Age UK father Christmas and hampers agreed.</li> <li>• Gut Fawkes competition also to go ahead.</li> <li>• Networking event 23<sup>rd</sup> Sept. 17 SRWA 10-12</li> <li>• 3rd Oct 17 recycling meeting at the HUB.</li> <li>• 5<sup>th</sup> Dec 17 table tennis discussion at the HUB.</li> </ul>	
	<b>Health &amp; Well-being lead</b>	<p>“Going Local phase 2” A meeting of SPC on the 13<sup>th</sup> Sept where it should be approved then a meeting on the 25<sup>th</sup> with SPC, BTS and SBL to agree an implementation date etc. SPC are also looking for other funding that would support the ongoing programme split between SPC &amp; SBL. The “Going Local phase 2 docs are available. The cost for one year would be £6k shared between SPC &amp; SBL. Transport was also discussed for residents who would require the “Going Local” service to get to and from the HJC etc. Adrian, Harry and Emma to discuss in detail at the mtg. of the 15<sup>th</sup> Sept 17 at the HJC.</p>	
	<b>Facilities lead</b>	It was agreed that the 49” TV needs to be in a security cabinet.	Emma to purchase and can Paul fit it along with the electrics + USB wall 13a sockets.
5. Administration update.	Admin Work report to be distributed via e-mail to all.		Admin Emma
6. Community Development worker.	A discussion and a Q&A session took place ref reporting lines etc. Final JD agreed and passed for advertising, it was agreed and proposed by Paul and seconded by Pat to go ahead, a show of hands confirmed we go ahead. Interview team to be appointed. Jo would be part of the 3-person team along with Adrian & Emma. Application form is required asap.		Jim to inform Big Local of the reallocation of the £30k and Adrian begin the recruitment programme. Application form?
7. AOB	Jim explained that BIG LOCAL needed some data protection forms to be filled in and signed.		All, Jim

	<p>Some were done on the night some will follow on.</p> <p>The drain and the kitchen ceiling at the Hub were discussed and it was agreed to look at the T&amp;C's to see who may be liable for the work.</p> <p><b><u>Everyone thanked Colin for his input into SBL and wished him well on his next ventures.</u></b></p>	<p>Emma to contact the letting agency to discuss.</p>
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Minutes by H A Crosby (Partnership member)

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

Next rotating Chair – Carson TBC