

**BIG LOCAL – HEART OF PITSEA STEERING GROUP
MEETING**

THURSDAY 20 JUNE 2013

PRESENT

Keith Bobbin	Resident Steering Group	(KB)
Lindsay Scott	Resident Steering Group	(LS)
Janice Spraget	Resident Steering Group	(JS _p)
Jane Stafford	Resident Steering Group	(JS)
Chris Evans	Basildon, Billericay & Wickford CVS	(CE)
Melanie Aust	Big Local Rep	(MA)
Paul Nagle	Resident Steering Group	(PN)
Peter Dixon	Resident Steering Group	(PD)

APOLOGIES

Susan Houghton	Resident Steering Group	(NS)
Tracey Parry	Youth & Community Engagement Co-ordinator	(TP)
Jane Strafford	Resident Steering Group	

<u>ITEM</u>	<u>INFORMATION / ACTIONS</u>	<u>ACTION FOR</u>
	<p>WELCOME AND INTRODUCTIONS</p> <p>Paul Nagle agreed to Chair the meeting.</p> <p>The meeting was reminded of the need to make declarations of interest if any participant has a direct or indirect personal or financial interest.</p>	
1.	<p>MINUTES OF LAST MEETING</p> <p>The minutes from the last meeting dated 21 May 2013 were agreed to be a true record.</p>	

	recommended that resources be allocated for recruitment costs. £1,000 was to be earmarked for this. Additional funding will be available for project/activity development – subject to further discussions on the agreed projects/activities to expend this on over the next 6 months.	
6.	<p>ANY OTHER BUSINESS</p> <ul style="list-style-type: none"> ▪ Business breakfast 2 – No actions were agreed. ▪ BRP Meeting. The Basildon Renaissance Partnership have requested an update on progress at its next meeting on Wednesday 24 July 2-4pm. CE advised that he will be in attendance and is willing to provide an update. He explained that previously a resident had also attended and that it would be good to continue with this practice. CE suggested Susan Houghton as she has attended previously. Lindsay Scott also volunteered to attend. This was agreed. ▪ 9 July 8-10pm Residents Get together. This will focus on the summer fun day and website development. ▪ 16 July Community Champions meeting. 19.00-21.00pm ▪ 30 July Steering Group meeting. 19.30-21.30pm <p><u>Big Local learning and networking events</u></p> <p>CE advised that a series of learning and networking events were planned by the Big Local. It would be good to have representation. They would be circulated but in summary they are:</p> <p>17 July How to transform open spaces and local places 2 August Big Local Plans Leading Big Local Partnerships action learning groups (August – December)</p> <p>DATE OF NEXT MEETING</p> <p>30 July 7.30-9.30.</p>	

Papers circulated:

- Pathway Funding Proposal
- Heart of Pitsea BL Partnership Constitution and Terms of Reference.
- Consultancy Support to prepare our community plan.
- CAB Ward enquiry statistics 2012-13 inc. Pitsea North West and South East.