

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

**TUESDAY 21 MAY 2013**

**PRESENT**

Keith Bobbin (Chair)	Resident Steering Group	(KB)
Janice Spragett	Resident Steering Group	(JS)
Lindsay Scott	Resident Steering Group	(LS)
Tracey Griffith	Resident Steering Group	(TG)
Chris Evans (Part only)	Basildon, Billericay & Wickford CVS	(CE)
Melanie Aust	Big Local Consultant	(MA)
Paul Nagle	Resident Steering Group	(PN)
Peter Dixon	Resident Steering Group	(PD)

**APOLOGIES**

Nathalie Smith	Resident Steering Group	(NS)
Tracey Parry	Youth & Community Engagement Co-ordinator	(TP)
Siobhan	Resident Steering Group	

<b><u>ITEM</u></b>	<b><u>INFORMATION / ACTIONS</u></b>	<b><u>ACTION FOR</u></b>
1.	<p><b>WELCOME AND INTRODUCTIONS</b></p> <p>Melanie opened the meeting. The role of the Chair of the meeting was discussed. It was explained that previously this role had been rotated and this seemed to work well. The alternative of an election was considered.</p> <p>It was agreed to continue a process of rotation. Keith Bobbin agreed to take the Chair for the meeting.</p>	
2.	<p><b>MINUTES OF LAST MEETING</b></p> <p>The minutes from the last meeting were agreed to be a true record.</p>	
3.	<p><b>ACTIONS OF LAST MEETING</b></p> <p>3.1 Media Training. A number of participants expressed concern that they were unable to attend the scheduled media training session. CE advised that the date had been based on panel responses. It was suggested that consideration be given to how this could be cascaded to other participants unable to attend. The possibility of re-running the course was also suggested based on whether there were positive outcomes.</p> <p><u>Action: It was agreed to receive feedback at the next meeting.</u></p> <p>3.2 Pitsea Redevelopment. Linkages with the broader redevelopment had previously been discussed. It was commented about the section 106 planning application we could look into to see what is included under the section.</p> <p><u>Action: CE to whether and how it is proposed to utilise the section 106 funding.</u></p>	CE



	to the next meeting to see whether people felt that it would be a useful tool to use.	
5.	<p><b>BIG LOCAL DEVELOPMENT PLAN AND PARTNERSHIP FORMATION.</b></p> <p>MA reminded the group of the available funding for Getting Started 2. The meeting discussed the process for the development of the plan. The plan will need writing and £2000 was available to undertake this task.</p> <p>MA agreed to write a brief for consideration at the next meeting.</p> <p>The meeting discussed a timeframe for consultation and it was suggested that this takes place ideally during July/August.</p> <p><u>Getting Started 2.</u> CE left the meeting at this stage to enable the meeting to discuss their on-going support needs moving forward.</p> <p>It was further agreed that we would submit a proposal to Local Trust to bring forward some of the area's £1m to commence work on the agreed priorities and to bid for an additional £2,000 to develop the Big Local Plan. It was agreed to prepare a proposal for Pathway funding that BBWCVS would then submit on your behalf.</p>	<p>PN</p> <p>MA</p>
6.	<p><b>ANY OTHER BUSINESS/DATE OF NEXT MEETING</b></p> <p>Thursday 20<sup>th</sup> June at 7 pm</p>	