



Partnership Board Meeting Minutes



Meeting held on
Tuesday 23 March 2021
3.00pm
Via Zoom

In attendance

Keith Bobbin, Resident Partnership Member	(KB)
Gill Buttwell, Heart of Pitsea Administrator (minute taker)	(GB)
Peter Dickson, Resident Partnership Member	(PD)
Andy Florence, Resident Partnership Member	(AF)
Tracey Griffith, Resident Partnership Co-Chair	(TG)
Sue Houghton, Resident Partnership Co-Chair (meeting chair)	(SH)
Simon Johnson, Chief Officer, BBW CVS	(SJ)
Jan Stobart, Big Local Representative	(JS)
Stephanie Vella, Heart of Pitsea Co-ordinator	(SV)

Apologies received

Julie Clark, Resident Partnership Member	(JC)
Viv Clements, Business & Governance Manager, NHS Basildon and Brentwood CCG	(VC)
Michelle Fairchild, Interim Community Involvement Manager, Basildon Council	(MF)
Paul Nagle, Resident Partnership Member	(PN)
Carole Turkson, Resident Partnership Member	(CT)

Meeting Started: 11.05

Minutes from meeting held on 25 February were **AGREED**

ACTION: GB to send out a list of outstanding/ongoing actions

Men's Shed Plus

SJ informed the meeting that the Pitsea Road site, previously earmarked as the site for the Men's Shed Plus project, could be re-investigated. With the support of a local councilor, Public Health England might possibly have influence on Highways England to secure usage of the land.

SJ felt it could be an opportunity to link the project into Basildon Council's plan for 5 new community hubs within the district. SV felt it could perhaps be tied in to connect our community with the proposed developments at Wat Tyler Country Park and pointed out that the project sustainability needs to be considered.

SH reported that all resident members had agreed (by email) to pursue re-investigating the usage of the Pitsea Road site.

ACTION: Resident Members to be invited to attend a meeting to discuss the options for the Men's Shed Plus project.

Heart of Pitsea Newsletter and Community Survey

SV reported that the newsletter and survey had been delivered to households within our boundary. There has been a lot of engagement generated from the newsletter and 34 facemasks have since been posted to residents. 41 people have completed the online survey and SJ reported that approximately 50 hard copies had been received by post at the George Hurd Centre.

5 March LTO Meeting Update

TG, SH SJ AND JS had attended the meeting.

The 5% paid to the BBW CVS only covers the cost of the function that the CVS Finance Officer provides to Heart of Pitsea. This is paid to the CVS directly by Local Trust (not paid for from Heart of Pitsea funds).

SJ is pricing the additional non-finance costs (office hire, photocopying etc) which will be sent to the CVS trustees for agreement. This cost will be paid separately to the CVS by Heart of Pitsea.

Recommencement of Community Connect Walks and Incredible Edible

Both IE Gardening and Community Connect Walks will recommence on Tuesday 30 March. Rule of 6 and social distancing will apply. CC Walk members meet at 12.30am outside Chalvedon Community Centre. Partnership members invited to attend.

Chalvedon Community Centre Update

Basildon Council have renewed and issued the lease to the Chalvedon Community Association, meaning Heart of Pitsea can hire the centre but not pursue a joint lease with the CCA. JS raised concerns around the legality of the trading arm of the centre. SV reported that community activities are looking to use the centre, including a possible school uniform bank.

Waste Removal Project

SV is awaiting fly tipping statistics from the 1st lockdown from Basildon Council, to evaluate the impact/effectiveness of the Waste Removal Project. Results from the current Community Survey could be used to investigate setting up a community initiative against fly tipping. £1390 budget remains in the Waste Removal Project.

AGREED: All residents agreed to close the Waste Removal Project.

ACTION: SV to close the Waste Removal Project and write final report.

Incredible Edible at Home

SV reported that all the resources for IE at Home packs have been purchased and received. SV needs to obtain a copy of the IE booklet to take pictures of the packs before promotion of the project, which will begin during the next week (commencing 29 March).

Hippity Hoppity Easter Hunt

9 posters, with different Easter-themed images, will be put up around the Heart of Pitsea boundary. Young people can request a clue sheet and need to find 4 of the 9 posters, take a photo or write down what they see in the picture and where they found it, to win an Easter egg. SV will be putting up the posters next Tuesday (30 March). Easter Hunt will run from Wednesday 31 March until Friday 9 April.

World Book Night Giveaway

80 books will be received - due around 9 April. The project has been promoted and 10 people have requested books. GB asked AF to ask residents in Oakwood Grove if they would like to receive books.

A discussion took place around creating a project for community book deposit boxes made by the charity New Life Wood.

Local Trust Update

JS reported that Local Trust have agreed (and will be confirming) that the 5% LTO money currently in the HoP bank account can either be spent on community projects within the next 6 months or added back into the Heart of Pitsea funding pot.

ACTION: SH and TG will discuss and speak to resident members.

SV reported that Local Trust are holding a 'Town Hall' style event looking at 'left behind' communities on Thursday 25 March. Councillors Pat Reid and Craig Rimmer will be attending.

JS reminded members that the final 'Developing an Effective Board' Workshop will be held on 8 April. She acknowledged that some attendees had felt the sessions weren't well run.

Anything Else?

Chalvedon Community Club reopening

SH informed the meeting that the Chalvedon Community Centre would be reopening to members shortly.

Online Quiz Night

GB reminded the meeting that PN would be hosting a general knowledge quiz night on Good Friday (2 April) and encouraged members to get booked in.

Condolences to PN

SH informed the meeting that tragically PN had lost his mum to Covid-19 and the partnership expressed their heartfelt condolences to him and his family at this sad and difficult time.

Meeting ended 16.12

Next meeting - date and time TBA