



**Contact Guide for local community groups
and how to get involved in local decision making**



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Engaging in the local community provides people with opportunities to have a greater say in what happens and to be more active in how decisions are made and services are delivered. Your opinion counts, so make sure you have your say.

This document has been produced as part of Local Democracy Week 2007.



1. YOUNG PEOPLE

Group/ Agency	Background	Contact Name	Contact Details
Bassetlaw District Youth Assembly	Group for young people 13-19 wanting more involvement in their local area, representing all young people in the District	Lisa Jeffrey (Worksop) Jackie Lee (Retford)	01909 500219 01777 869003
Focus on Young People in Bassetlaw	Local Charity supporting young people - individuals and groups	Vicky Rawson	01909 531504
Nottinghamshire Soapbox	Internet based service for young people – involvement in decision making, advice and information available		www.nottssoapbox.co.uk
County Council Youth Service (Bassetlaw area) and local Youth Clubs	Local service providing access to youth workers and activities in youth clubs, and out within communities.	Eddie Burgess – Senior Worker	01909 500219 01777 869003
BCVS Young People's Services Directory	This is a local community and voluntary sector provider supporting a wide range of organisations and community initiatives.	Andrew Tatham	01909 476118 http://www.bcvs.org.uk/localorganisations/Localyoung.htm

2. ENVIRONMENT/ CONSERVATION

Group/ Agency	Background	Contact Name	Contact Details
Nottinghamshire Wildlife Trust	The Local Groups act as the chief focus for voluntary participation. They are run by volunteers and new members are always welcome. If you would like further details of local activities and events or would be interested in talking to someone about how you might be able to help Nottinghamshire Wildlife Trust on your doorstep, please feel free to contact either your Local Group or our volunteers officer at the main office on 0115 958 8242.	Chris Gunn – Worksop Local Group	01777 707888
		Anne Coppen – Retford Local Group	01777 705031
		Rob Atkinson (North Notts Reserve Group)	01777 860666
		Tony Kennedy (Treswell Wood Reserve Group)	01427 880436
Friends of Langold Country Park	<p>Local resident/ user group assisting in the ongoing management and development of the park. Langold Country Park or Langold Lakes as it is also called is an area for local people and visitors to relax, enjoy it's beauty and get involved in the diverse events and activities taking place.</p> <p>The park covers around 300 acres of land which includes woodland, 2 large lakes, wildlife meadows, walkways and areas of recreation. It's a park steeped in history with important wildlife habitat areas and these are balanced with the recreational and activity needs of those visiting.</p>	Paul Wrobel - Chair	01909 540335 07815 602562 paul.wrobel@tesco.net

Group/ Agency	Background	Contact Name	Contact Details
Friends of Retford Cemetery	<p>The group is involved with the ongoing management and development of Retford Cemetery. They liaise with Bassetlaw District Council and other interested bodies in working out and putting into effect plans for the future of the cemetery. Other areas of work include:</p> <ul style="list-style-type: none"> ▶ identifying problems with vandalism and other activities detrimental to the well-being of the Cemetery, ▶ promoting Retford Cemetery as a place of educational resource, ▶ conserving the trees, natural plants, animals and bird life of the cemetery and, so far as practicable, its surroundings, ▶ preserving historic monuments and memorials of the cemetery. 	Linda Dore (Bassetlaw District Council)	01909 533249
Friends of Kings Park	<p>The group are involved in the ongoing management of the park with the aim of delivering a planned programme of improvement and refurbishment projects throughout the park. The group is also actively working with the District Council to gain a prestigious Green Flag award.</p>	Catherine Saxton (Bassetlaw District Council)	01909 533254

3. RESIDENT'S FORUMS/ ASSOCIATIONS

Group/ Agency	Background	Contact Name	Contact Details
Gateford Residents' Association	The group aim to represent the views and the interests of the tenants and residents within the Gateford community.	Larry Read (Chair)	larry@read1935.fsnet.co.uk
		Steve Gascoyne	01909 509706 family.gascoyne@btopenworld.com
Sandy Lane Forum	Sandy Lane Forum is a group of organisations and local residents. The Forum seeks to improve the provision and co-ordination of information, activities, services and facilities for the Sandy Lane Area. Sandy Lane Forum has been working since 2003.	Nicola Simpson – Community Development Worker	01909 476111
Manton Community Alliance	<p>Manton Community Alliance provides an effective way of managing change in the local neighbourhood.</p> <p>Manton Community Alliance is made up of local people working together with the organisations and agencies that provide a service in Manton.</p> <p>If you live in Manton, being part of the Alliance gives you the chance to help make a difference to things that concern or interest you.</p>	Richard Edwards – Manton Neighbourhood Manager	01909 535193

Group/ Agency	Background	Contact Name	Contact Details
North East Bassetlaw Forum	<p>The North East Bassetlaw Forum was established in 2004. The main aim of the Forum is to support collective working amongst Parish Councils and Community Groups in the area covered by the Parishes of Misterton, West Stockwith, Walkeringham, Beckingham, Gringley-on-the-Hill, Everton and Misson.</p> <p>Membership of the Forum is made up of all Parish Councils in the area, community groups, District and County Councillors for the area. The Forum will consider applications from any group that can demonstrate they are supportive of the Forum objectives and are not restrictive on membership.</p>	Steve Brown – Bassetlaw District Council	01777 713767 northeast.forum@bassetlaw.gov.uk

4. YOUR LOCAL COUNCILLORS (PARISH, DISTRICT AND COUNTY)

Group/ Agency	Background	Contact Name	Contact Details
<p>Bassetlaw District Council – Members Support Unit</p>	<p>This particular service of the Council supports delivery of the Council’s committees, Election Services, and provides administration support to the local Ward Councillors.</p> <p>If you have any issues that affect you, where you live in Bassetlaw or in the county, then you can contact your councillor to raise your concerns.</p> <p>You can vote (if you are 18 years or over) in parish, district, county, national and European elections. However, you must first be registered to vote.</p> <p>This service can also provide details of your local MP, and European MPs</p>	<p>Stella Mitchell/ Sandra Hayden – For information about your local councillor (Parish, District and County)</p>	<p>01909 533116/ 01909 533255</p>
		<p>Russell Walters/ Julie Hamilton – For information relating to the Electoral register and local elections.</p>	<p>01909 533252/ 01909 533146</p>


5. TENANT & RESIDENT ASSOCIATIONS (TRA'S)

If your area already has a TRA and you are interested in finding out what they do you can contact them direct. All of the existing TRA's are listed below. Please give them a ring and find out when their next meeting is.

<p>Prospect Community House 91 Lancastrian Way Worksop ☎ Tel: 01909 530603</p>	<p>Ordsall Community Centre Westhill Road Ordsall ☎ Tel: 01777 869428</p>
<p>Worksop East (Kilton, Larwood) Community House 22 Rayton Spur Worksop ☎ Tel: 01909 483340</p>	<p>Tuxford The Beeches Community Centre Tuxford ☎ Tel: 01777 872159</p>
<p>North Carlton (Wimpey Estate) Gateway Community Centre 24-28 Sycamore Road Carlton-in-Lindrick ☎ Tel: 01909 730766</p>	<p>Balmoral Balmoral Community Centre Worksop ☎ Tel: 01909 488134</p>
<p>Langold Community House 10a Laburnham Road Langold ☎ Tel: 01909 733122</p>	<p>Harworth & Bircotes Devonshire Road Community Centre Harworth ☎ Tel: 01302 742110</p>
<p>Mattersey Thorpe Community House 3 Cunningham Close Mattersey Thorpe ☎ Tel: 01777 816397</p>	<p>Retford Central Meeting Place – St Saviours Community Centre Welham Road Retford ☎ Tel: 01777 702138</p>





Hallcroft
Hallcroft Community Centre
Randal Way, Hallcroft
Retford
 Tel: 01777 701790

All of the TRA's form a group called the, **Bassetlaw Association of Tenants and Residents (BATAR)**. This group meets every month to discuss issues that have been raised at their meetings and to discuss and provide us with feedback on items we have sent for consultation. BATAR is based at Gateway Community Centre, 24-28 Sycamore Road, Carlton-in-Lindrick

 Tel: 01909 730766.

Be Heard, Be A Tenant Voice

Tenant Voices are volunteers who represent an area where there is not a formal TRA but the tenants would like their views and comments heard at the Bassetlaw Association of Tenants and Residents meetings. The Tenant Voice acts as the representative for the area and attends the monthly meeting. A1 Housing will also consult with tenant voice representatives and ask them to get the views of their community when necessary.

Priory Estate Worksop	3 Lavenham Mews, Worksop, S80 2LG  Tel: 01909 475217
London Road, Retford	22 Caledonian Road, Retford, DN22 7EQ  Tel: 01777 861264 Mobile 07795434865
Rampton Village and surrounding district	2 Greenside Avenue, Rampton, Retford, DN22 0JN  Tel: 01777 248754
Thievesdale	8 Farndale, Worksop, S81 0SZ  Tel: 01909 509548

6. LOCAL COMMUNITY DEVELOPMENT

Group/ Agency	Background	Contact Name	Contact Details
Nottinghamshire County Council Community Development Team (Bassetlaw)	County Council Community Development Team supporting a wide variety of community groups and projects across the District	Frank Raspin Nicola Simpson	01909 476111
		Janet Shail (Harworth area)	01302 743796
Bassetlaw Community & Voluntary Service	<p>BCVS is privileged to actively support a wide range of organisations and community initiatives. The range of organisations is large, from the smallest (two or three people with virtually no budget) to organisations, which employ many staff and have considerable budgets.</p> <p>The BCVS provides a wide range of support including:</p> <ul style="list-style-type: none"> ▶ Training - The BCVS training programme in considerable and very well attended. ▶ Sources of money - This can range from small pots of money to large opportunities for finance. ▶ Training/Meeting room. ▶ Volunteers and volunteering support. ▶ Access to specialist help - The BCVS works with other relevant organisations (Nottinghamshire Enterprise Unit, Community Accounting Plus, Enable etc.) to help groups and organisations. ▶ ICT Support for groups and organisations - Over 500 supported over the last few years. 	Andrew Tatham – Partnership Officer	01909 476118

Group/ Agency	Background	Contact Name	Contact Details
Retford Action Centre	<p>Retford Action Centre is a Community Resource Agency linking individuals and organisations with help and support. Main areas of work include:</p> <ul style="list-style-type: none"> ▶ Older People's Support Services ▶ Bassetlaw Community Car Scheme ▶ Bassetlaw Share A Ride ▶ Bassetlaw Self Help Links ▶ Funding advice ▶ Volunteering support ▶ Training ▶ Retford Community Link ▶ Community Partnership Room – available for hire 	Lynn Tupling – Manager	01777 709650
Nottinghamshire Rural Community Council	<p>The Rural Community Council provides support to a variety of groups and projects across the County. Within Bassetlaw we have a Rural Officer who works on behalf of the Rural Community Council and Bassetlaw District Council to support our rural communities. A key area of work for the Rural Officer is supporting Parish Councils to produce local plans for improving their area. These groups are always looking for new members to join them, and take an active part in improving the local area.</p>	Karen Tarburton (Bassetlaw Rural Officer)	01623 727600 01909 533176

7. INFLUENCING LOCAL SERVICE PROVISION

Group/ Agency	Background	Contact Name	Contact Details
<p>Bassetlaw Local Strategic Partnership (BLSP)</p>	<p>This is a multi-agency body that brings together the voluntary, community, public and private sectors. Through the partners working together plans are more joined up and services are delivered to meet local communities' needs. Getting local people involved in the process and voicing local opinions is vital to our success.</p> <p>We have a number of Sub-Groups and Task Groups that deal with specific issues including:</p> <ul style="list-style-type: none"> ▶ Economic Regeneration ▶ Learning & Skills ▶ Environment ▶ Health ▶ Social & Community Development ▶ Community Safety ▶ Children & Young People ▶ Transport & Accessibility ▶ Older People's Services 	<p>Bassetlaw District Council (Policy Unit)</p>	<p>01909 533142/533189. www.visionbassetlaw.net</p>
<p>Bassetlaw District Council</p>	<p>Bassetlaw District Council provides many services. The list below details some of the main services:</p> <ul style="list-style-type: none"> ▶ Allotments ▶ Arts Promotions ▶ Car Parks ▶ Cemeteries ▶ Council Tax Collection ▶ Concessionary Fares/ TV licenses ▶ Country Parks ▶ Dog wardens ▶ Elderly Persons Homes ▶ Environmental Health ▶ Emergency Planning ▶ Homelessness ▶ Housing ▶ Housing Benefits ▶ Housing Repairs ▶ Local licenses ▶ Museums and Art Galleries ▶ Parks and Open Spaces ▶ Planning and Economic Development ▶ Public Footpaths and Bridleways ▶ Recreation Facilities ▶ Refuse Collection ▶ Refuse Disposal ▶ Registration of Electors ▶ Sports ▶ Street Cleaning ▶ Tourism ▶ Wardens 	<p>Bassetlaw District Council Customer Services</p>	<p>01909 533533</p>

Group/ Agency	Background	Contact Name	Contact Details
Nottinghamshire County Council	<p>Nottinghamshire County Council provides many services. The list below details some of the main services:</p> <ul style="list-style-type: none"> ▶ Archives ▶ Arts Promotion ▶ Careers Advisory Service ▶ Children's Homes ▶ Consumer Advice ▶ Coroner's Service ▶ Country Parks ▶ Day Centres ▶ Education ▶ Elderly Persons Homes ▶ Emergency Planning ▶ Highways ▶ Libraries ▶ Local licenses ▶ Magistrates Court ▶ Museums and Art Galleries ▶ Planning and Economic Development ▶ Probation of Offenders ▶ Public Footpaths and Bridleways ▶ Recreation Facilities ▶ Refuse Disposal ▶ Registration of Births, Deaths and Marriages ▶ Road and Pavement Maintenance ▶ Social Services (Adult) ▶ Social Services (Children and Young People) ▶ Sports ▶ Tourism ▶ Trading Standards ▶ Traffic Control and road safety ▶ Welfare Rights ▶ Youth Centres 	County Contact Centre	01777 713800
Doncaster & Bassetlaw Hospitals NHS Foundation Trust	<p>Patient & Public Involvement (PPI)</p> <p>We are committed to giving greater voice and influence to users of our services and to their carers. We are keen to make sure that there is:</p> <ul style="list-style-type: none"> ▶ information for health service users and their representatives ▶ support for patient involvement, including ways of helping those who use the service to make their views known ▶ support for staff to actively involve users in developing services ▶ full engagement with the Foundation Trust members and governors and the Patients Forum <p>It is important that PPI is genuine, not token, so that people are fully involved in decisions concerning both their own care and the way in which services are provided.</p>	Denise Gardner – Manager Patient Advice and Liaison Service (PALS)	01302 553140
		Bassetlaw District General Office	01909 502066

Group/ Agency	Background	Contact Name	Contact Details
Bassetlaw Primary Care Trust – Patient and Public Involvement (PPI)	<p>Current Patient and Public Involvement activity within the Trust focuses around the following areas:</p> <ul style="list-style-type: none"> ▶ Patient and Carer involvement on service design groups: Community representatives are present on many of the PCT's committees, in addition to the PPI Forum, supporting the Trust in placing the patient experience at the heart of how services are planned and delivered ▶ PALS: A service available via a freephone number, email or in person at a variety of community settings to advise, inform and involve the public. PALS contacts are analysed regularly to identify ways to develop services to best improve the patient experience. The freephone service is available on 0800 5873089. ▶ Patient Surveys: These are conducted across the Trust, and at practice level. The results of these are used to inform service planning and delivery from the patients' experience. ▶ PPI Forum: This is supported by external facilitators. 	Patient and Public Involvement Manager	01777 274526 Bassetlaw PCT, Retford Hospital, North Road, Retford, Notts, DN22 7XF.
Nottinghamshire Listens	A citizen's panel made up of local people and representing the views of all residents in Nottinghamshire.	Angela Smeeton	0115 977 2937

Group/ Agency	Background	Contact Name	Contact Details
<p>School Governor Services</p>	<p>Becoming a school governor is one of the most important ways in which you can help your local school.</p> <p>School governors are responsible for making sure the school provides a good quality education. Together with the Head Teacher, who is responsible for day-to-day management, they set the school's aims and policies as well as carrying out a number of other important duties. These include:</p> <ul style="list-style-type: none"> ▶ How the school's budget is spent ▶ The appointing and dismissing of staff ▶ Hearing appeals and grievances ▶ Forming policy on the school's curriculum and collective worship ▶ Pupils' behaviour and discipline. <p>If you were to become a school governor you would be one of between nine and 21 people making up the governing body. Advice, support and training in carrying out the role is given by the Local Authority and much of the work is done in working groups or sub-committees where you can share your experience with other members.</p> <p>If you are interested in finding out more about becoming a governor and what it involves please use the contact details on the right or register your interest using the on-line form here.</p> <p>You can also visit the Nottinghamshire Association of Governors of Schools (NAGs) website at: www.nagsgovsnotts.org.uk.</p> <p>http://www.nottinghamshire.gov.uk/home/learningandwork/schoolgovernors.htm</p>	<p>Governor Training and Support Services</p>	<p>0115 854 6052/ 8546053</p>

8. SAFETY/ CRIME PREVENTION

Group/ Agency	Background	Contact Name	Contact Details
Victim Support Nottinghamshire	<p>Victim Support is the national charity which helps people affected by crime. We provide free and confidential support to help you deal with your experience, whether or not you report the crime.</p> <p>You can help us by volunteering. Volunteers are crucial to the work of Victim Support. We offer help to around one and a half million people affected by crime each year and we could not do this without our 10,000 local volunteers.</p>	Sally Potter	01909 500455
Nottinghamshire Women's Aid	<p>Women's Aid is the national domestic violence charity that helps over 320,000 women and children every year.</p> <p>We work to end violence against women and children, and support over 500 domestic and sexual violence services across the country.</p> <p><u>Volunteering for Women's Aid</u> Women's Aid National Office advertises voluntary vacancies on their jobs page</p> <p><u>Volunteering for the Domestic Violence Helpline</u> The domestic violence 24 hour freephone Helpline (run in partnership between Women's Aid & Refuge) provides support, information and a listening ear to women experiencing domestic violence and to those seeking help on her behalf.</p> <p>They advertise for Helpline volunteers through the press and voluntary sector networks, and also on the Job Opportunities webpage.</p> <p><u>Volunteering in my local area</u> Some local Women's Aid groups run regional helplines, so you might like to contact a Women's Aid domestic violence service or refuge in the area where you live to see if they have any volunteering opportunities available.</p>	Mandy Green	01909 533610 www.nottswa.org

Group/ Agency	Background	Contact Name	Contact Details
Neighbourhood Watch	<p>Neighbourhood Watch is a partnership where people come together to make their communities safer. It involves the Police, Community Safety departments of local authorities, other voluntary organisations and, above all, individuals and families who want to make their neighbourhoods better places to live. It aims to help people protect themselves and their properties and to reduce the fear of crime by means of improved home security, greater vigilance, accurate reporting of suspicious incidents to the police and by fostering a community spirit.</p> <p>If you would like to be part of a Neighbourhood Watch scheme in your area, contact the Crime Prevention Co-ordinator at your nearest police station, who will give you further information or will put you in contact with the Neighbourhood Watch Co-ordinator of the established scheme.</p> <p>If there is no scheme in existence the crime prevention officer will be able to advise you and assist you how to establish a scheme. Obviously, as the title suggests, Neighbourhood Watch relies on participation of the neighbours who live in area, whether this is a close, a road or a block flats.</p>	Terry Reynolds	01623 842217
Crime Prevention	<p>If you are aware of any issues locally you can contact your local crime prevention officer who will ensure concerns are dealt with in confidence. Issues can then also be passed to your local neighbourhood watch group (if one exists) so issues can be monitored at a local level</p>	Trevor Timson – Notts Police	01909 500999 ext. 3284