

**Social & Community Development Sub-Group  
18 July 2007  
2pm – 4pm  
Assembly Room, Worksop Town Hall**

**MINUTES**

**Attending:**

Jo Wilson (Acting Chair)	Bassetlaw District Council
Jackie Collins	Manton Sure Start Children's Centre
Kath Hobart	Tuxford MOI
Liz Jefferies	NALC
Frank Raspin	NCC Community Development
Karen Tarburton	Rural Officer, NRCC/ BDC
Bob Wallace	NCC Strategic Partnerships
Elizabeth Whittles	Policy Officer, BDC
Lynne Willoughby	North Notts College (representing Ann Vallance)

**1. Introduction and Welcome**

Jo Wilson acted as Chair and welcomed everyone to the meeting in the absence of Pauline Elliott and Steve Brown who were unable to attend.

**2. Apologies**

Steve Brown (Vice-Chair), BDC; Pauline Elliott (Chair), BDC; Vicky Rawson, FOYPIB; Malcolm Robson, Access Officer, BDC; Stephen Saddington, Bassetlaw CAB; Andrew Tatham, BCVS; Ann Vallance, NNC.

**3. Minutes of last meeting and matters arising**

The minutes of the last meeting were agreed as a true and accurate record.

**4. Priority 1: Improve Community Engagement**

Action 1.3/ 1.1/ 1.5

JW reminded members that an information stand had been present at Manton Gala (14<sup>th</sup> July), and was planned for Teen Fest (22<sup>nd</sup> July). JW ran through the other events that had been sent through for adding to the Events Planner:

Langold Country Park Gala – Sunday 12<sup>th</sup> August  
Retford Continental Market – 13<sup>th</sup>-15<sup>th</sup> September  
Worksop Continental Market – 1<sup>st</sup>-3<sup>rd</sup> November

Other ideas that were discussed were attending the Flu Fayres, and assessing the cost of a stand/ market stall at the Continental Market. LW noted that the College Enrolment Days might also be a good opportunity.

In addition, KH notified the group of a number of events taking place at Tuxford Windmill. On the 30<sup>th</sup> September there will be a Food Fayre, which KH and KT noted they were attending. Also on the 12<sup>th</sup> October there will be an event as part of Family Learning Week at Tuxford Children's Centre.

LJ notified the group of an event at Blyth Church on 8<sup>th</sup> September, where an information stand could be set up, and a further event was planned for the 25<sup>th</sup> November in relation to the Pilgrim Fathers covering the Retford/ Tuxford area.

**Action: (1) LW to check at College as to how LSP could promote opportunities within District.**

**(2) JW to check with PCT regarding attendance at the Flu Fayres.**

**(3) JW to check regarding involvement in Continental Markets.**

**(4) KT to oversee a LSP stand at the Langold event.**

**(5) KH/KT to oversee a LSP stand at the Tuxford Windmill event.**

**(6) LJ to oversee a LSP stand at the Blyth event.**

## **5. Priority 2: Equal Access to Services**

### Action 2.1

SS was unable to attend due to work taking place at the Worksop Bureau following the flooding. As a consequence the work relating to financial inclusion hadn't progressed as planned. JW reconfirmed the members that wished to join SS for the project:

- Karen Tarburton
- Frank Raspin
- Jackie Collins

### Action 2.2

In relation to Help Points it was noted that 3 of the 12 Points currently created were going to be moved to new locations. Dunham, Elksley, and East Markham had originally been in Village Halls, and were unmanned. This had led to low usage of the sites. It was hoped that new sites could be found via local schools, with additional support given through volunteers and part-time staffing.

KH queried whether members knew that Welfare Rights assistance could be accessed via the sites. This was via tele-talk. JC felt this needed greater promotion in Children's Centres as it was not currently easy to get workers to come to the centres to give advice. KH noted that in future Cab would be linking to the Help Points.

**Action: KH to liaise with Steve Brown regarding promotion of Help Points, associated services and how links could be made to Children's Centres.**

## 6. Priority 4: Active Citizenship

### Action 4.3 and 3.2

EW explained the role of the Warwickshire University Action Research Project that aims to improve access to local democracy for Young People; improve the Councillor Leadership role; and improve Community Cohesion. The Manton Children's And Young People's Plan has been chosen as a case study. This has arisen as a result of the partners involved in the Manton Neighbourhood Pathfinder evaluation.

EW noted that Alister Shaw had done a presentation on the Neighbourhood Plan at a recent conference.

**Action: MCA to keep group informed of progress.**

### Action 4.4

JW asked members for ideas for themes for this year's activity during Local Democracy Week 2007 (LDW 2007). She reminded members of some of the events run in the past:

- Video-conferencing with a local primary school
- Work-shadowing of the Chief Executive
- Local Councillor shadowing a college student
- Text Poll
- Web Poll
- Open Discussion event on young people's experience of using public transport (this linked to the County Council's theme for that year)

Ideas put forward included:

<b>Idea</b>	<b>Action By</b>
More video-conferencing with schools/ children's centres (to target young parents)	KH
Use Parent Forums at Children's Centres – Empowerment Event	JC
Project using detached Youth Workers	JW
Produce a video to promote opportunities for involvement in decision-making <ul style="list-style-type: none"><li>o Need to find out more about Youth Service Project (Andrea Oswin)</li><li>o Consider linking to College and Media students</li></ul>	FR
Need to consider language used to make issues appealing.	All
Need to consider any translation options	All

### Action 4.3/ 1.1/ 1.3

JW also explained to members about a County-wide project that had come about through the LSP Practitioners Forum in relation to promotion of decision-making. It had been agreed to launch new promotional material during LDW 2007. This would promote opportunities across the county. JW was unsure as to how big the document would be and what space each district would have. She asked members if they would wish to produce some local material as well, if it turns that we couldn't fit everything in to the countywide document. This could be something web-based, to save production/ printing costs.

**Action:** (1) JW meeting with Kath Farmer to move project forward.  
 (2) Members to pass on contacts names and numbers for local groups they are aware of.

**7. Priority 3: Community leadership and local community planning**

Action 3.1

KT gave an update on Parish Plans and the work she was currently supporting. 7 Parish Plans have been completed in the District to date, and 3 more are likely to be completed by the end of this year/ early next year.

Misson	Plan completed. Aim to launch Sept/ Oct time.
Laneham	Parish originally started the process on their own but have now involved NRCC. The application has gone in and was the outcome is known they will begin the action planning stage.
Beckingham	It was noted that this Plan had a good section related to young people, and they had been involved in the development process.
Sutton	The Parish have notified NRCC that they are interested in getting involved in the Parish Plan process. Initial meetings to be arranged.

In relation to progressing new Village Design Statements (VDS) within the District, this was on hold pending progression of the LDF. The LDF was currently on hold due to issues with the Regional Plan, and at GOEM. In addition, it was not clear whether VDS could be considered Supplementary Planning Guidance as originally hoped.

Action 3.2

Richards Edwards had been due to provide an update on MCA but unfortunately did not arrive following a prior meeting.

**Action:** A written update will be sort for circulation with the minutes.

**8. Update from Migrant Workers Group**

JC noted that the Education Issues Group for Manton was organising a trip to the National Coal Mining Museum in Bradford. This was an area of common interest between the resident community and the newly formed Polish community within Manton, particularly as some Polish had come across the work in the mines in the past.

The ESOL issue that was raised at the last meeting was discussed again.

**Action:** JW agreed to question whether this was something that LSC were aware of and if it could be covered through PCDL (Personal and Community Development Learning) work the LSP were now involved with.

KH noted that through UK Online (University for Industry), the grant Tuxford MOI receives mentions the use of the PCs available for ESOL provision. ESOL tutuion can be part of the User's journey. In addition, Libraries operate as UK Online centres and they may be another way of covering ESOL provision where the College can't. It was also noted that West Notts College currently provide 'ESOL in the Community' for free.

**Action: LW to pass on this info to Sally Senior to assist in the process of maintaining local ESOL provision.**

**9. A.O.B.**

NCC had appointed Andy Peacock as the Community Cohesion Co-ordinator. In addition, a Gypsy & Traveller Liaison Officer had also been appointed – John Wilson.

Community Cohesion had traditionally sat with the Sub-Group and been part of the Action Plan under the old Strategy. The Home Office indicators were monitored for the District and had been reported as updates were available.

There had also been regular link to the Countywide Community Cohesion Board throughout via Liz Whittles, who had provided regular updates to the Sub-Group.

Members had noted at the January meeting, upon receiving the final version of the Strategy that they would like some more information/ clarification from County Council of what was expected from the LSP.

**Action: Andy Peacock to attend next Sub-Group meeting to discuss Countywide approach to Community Cohesion. Offer of additional presentation to Board and local District Councillors to be finalised.**

It was agreed that the issue regarding changes to ESOL policy should be queried with the new Minister for the East Midlands.

**Action: LW to check with Sally Senior at NNC re any changes in delivery. Notify Migrant Workers group to discuss letter to be sent highlighting the issue.**

**Action: BW and KT said they would the raise the issue at the County Equalities & Diversity meeting the following week.**

**10. Date for next meeting**

Wednesday 19 September, 2pm-4pm, Ceres Suite, Worksop Town Hall.  
Wednesday 21 November, 2pm-4pm, Ceres Suite, Worksop Town Hall.