



Big Local Eastern Sheppey Partnership meeting minutes  
Monday 11<sup>th</sup> April 2016  
7pm at the 5<sup>th</sup> Sheppey Scout Hut, Eastchurch  
Phone: 07870645342  
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**Partnership Members:** Paul Leacock (Chair), Andy Booth (Vice Chair), Mark Brown, Lee-Anne Moore, Lynd Taylor, Ivor Gough, Daniel Perriam and Sharon McNaboe

**Members of the Public:** Paul Murray, Pauline Wenham, George Heath, Tony Read and Sandy Hammock

**LTO:** Jo Burt

**Project Co-ordinator:** Sean Leacock

**Big Local Rep:** Jim Boot

### **1. Welcome, Introductions and Apologies**

Partnership Member Wendy Ralph and Members Christine Taylor and Jo Eden.

### **2. Conflicts of interest**

When a conflict of interest appears it will be stated when relevant.

### **3. Notes of the last meeting and any matters arising**

Vice Chair Andy Booth has asked to deliver his findings regarding the cycle hire scheme until next month.

Chair Paul Leacock, Partnership Members Lee-Anne Moore and Mark Brown have also asked to deliver their findings regarding the website until next meeting as well.

Swale CVS have produced a quote for the role of secretary. This will involve three hours of work, including attending the monthly partnership meeting, making notes, typing up the minutes and delivering it to the Partnership within 10 working days, at a fee of £12 an hour.

**Partnership Member Lee-Anne Moore proposed that we trial this system and review it in three months.**

**Seconded by Andy Booth**

#### **4. Training Brief**

The Training needs analysis completed by the local community has indicated that there are three areas they wish for a training programme to be implemented. These are: Small Business, Minute taking and ICT training.

The Chair Paul Leacock asked the costing's behind running an ICT programme over a three-month period. Ie: Word, Excel and Publisher.

**Action – Jo Burt will provide costing's at the next meeting**

#### **5. Project Worker Update**

##### Community Chest

Phone calls and messages have been left with the last remaining groups who have failed to complete their monitoring form

**Action – Continue to gather this information**

##### Duke Of Edinburgh Award (DofE)

The training was attended on the 17<sup>th</sup>, however, the session booked for the 23<sup>rd</sup> has been re-arranged for the 22<sup>nd</sup> April.

Member Paul Murray informed the Partnership that the Oasis Academy are hosting a careers fair on Wednesday 20<sup>th</sup> April and that this would be a great opportunity for the recruitment stage to begin.

**Action – To continue with the training and for the Project Co-ordinator Sean Leacock to attend the careers fair.**

##### Easter Play Scheme

Overall the Scheme went incredibly well and the only criticism was that the scheme didn't run longer. A full presentation and evaluation will be delivered at the next meeting.

##### Benches

Locations have now been delivered by Warden Parish Council and the Partnership have given permission to purchase the benches (similar to the one in Dicksons Field), however, until the minutes have been passed to the partnership regarding their exact locations ie: with a map, the benches will not be installed.

#### **8. LTO Update**

Year Two Money was received on the 18<sup>th</sup> March

#### **9. Agendas**

The Partnership have agreed to plan the agendas for the coming year, these include:

**May** – Evaluation of Easter Playscheme and beginning to look at the community chest event.

**June** – Summer Scheme and Leysdown Carnival

**July** – Raise employment aspirations and reduce worklessness

**August** – Meeting postponed due to Summer Scheme taking place during August

**September** – Year 3,4 and 5 Big Local Plan and Evaluation of Summer Scheme

**October** – Supporting Local Schools and Pre-Schools through a partnership fund

**November** – Second Community Chest Event and the early years provision

## **10. Any Other Business**

Partnership Member Mark Brown has asked for a contact list to be passed round so the Partnership are able to contact each other.

### **Action- Project Co-ordinator will provide this**

Project Co-ordinator Sean Leacock suggested the opportunity of participating in the annual Leysdown Carnival. This has now been set as an agenda in June.

Big Local Rep Jim Boot indicated that there are recommendations attached to the Year 2 funds. Chair Paul Leacock will distribute these recommendations to the partnership and this will be discussed at the next meeting.

**Meeting Closed at 8:30**