

**Minutes of the Community Infrastructure Support Group Meeting
Held 2:00pm on 8 January 2009 at
Coast & Country Headquarters, 14 Ennis Square, Dormanstown**

Attendees:

- Fiona Chesters, Tees Valley Rural Community Council (Chair)
- Julian Feakes, Redcar & Cleveland Borough Council
- Linda Bell, Redcar & Cleveland Community Network
- Emma Grimes, Coast & Country

In Attendance

- Ben Briggs, Coast & Country (Minutes)

Item	Action
The Chair wished those present a Happy New Year and welcomed them to the meeting.	
1. Apologies Apologies for absence were received from Catherine Sills.	
2. Minutes of previous meeting The minutes of the previous meeting held 26 November 2008 were agreed as a true record.	
3. Matters Arising	
3.1 <u>4.0 Future of Third Sector Report</u> It was noted that Paul Taylor had been invited to attend this meeting of the group to provide further clarification regarding the recommendations of the future of the third sector report. Unfortunately Paul was unable to attend the meeting	
3.2 <u>4.4 Future of Third Sector Report</u> It was noted that the Redcar and Cleveland Voluntary Sector Forum, facilitated by RCVDA had met in December 2008 with a further meeting scheduled for 21 st January 2009.	
3.3 <u>4.3 Future of the Third Sector Report</u> Concern was raised over representation of community groups on the Voluntary Sector Forum and nomination to the LSP Board, it was noted that this matter would be raised with Paul Taylor.	
3.4 <u>4.8 Future of the Third Sector Report</u> It was noted that a meeting of community involvement managers had not been arranged due to the festive period and therefore agreed that a meeting would be arranged.	JF

3.5 7.0 Developing a Shared Constitution

It was noted that FC is to chase up the completion of Toolkit packs and FC report back to the next meeting.

4. Infrastructure Organisations Survey

4.1 A narrative summary of the results of the Survey was presented to the meeting, it was noted that 70 members of staff were employed in the borough in a community development role and it was suggested that further investigation be carried out into how those staff members are involved in community development.

4.2 It was noted that the group is now in a position to assess the potential requirement to gather further information for survey respondents and arrange a workshop meeting to discuss the future co-ordination of community support services.

4.3 Therefore, it was agreed to circulate the narrative summary of both quantitative and qualitative results to all group members for comment with a view to requesting volunteers to join a working group and meet to discuss the results further before the next meeting. JF

5. Voluntary and Community Sector Organisations Survey

5.1 It was noted that whilst there was no substantial update to provide to the meeting it was generally felt that with a view to progressing this matter the data analysis methods and consideration to which geographical area would be surveyed first needed to be undertaken in addition to an analysis of the capacity available to co-ordinate the survey.

6. Role of CISG in new Engagement Structures

It was noted that Paul Taylor, the guest invited to speak on this item was unable to attend the meeting.

7. Any Other Business

None received.

8. Date & Time of Next Meeting

8.1 It was noted that the chair is unable to attend the next meeting scheduled for 26 February 2009, however the Chair suggested that should the vice chair be able to attend this meeting should go ahead as planned.

8.2 Therefore subject to confirmation the next meeting was agreed to be held on 26 February 2009 at 1:30pm at Coast & Country Head Office, 14 Ennis Square, Dormanstown.

There been no further business the Chair thanked those present for attending and closed the meeting.