

**Minutes of the Community Infrastructure Support Group Meeting,
2pm, Thursday 16 October 2008 at Coast & Country Head Office, 14
Ennis Square, Dormanstown**

Attendees:

- Fiona Chesters (FC), Tees Valley Rural Community Council (Chair)
- Ann Dale (AD), Redcar & Cleveland Voluntary Development Agency
- Julian Feakes (JF), Redcar & Cleveland Borough Council
- Val Mitchell (VM), Redcar & Cleveland Borough Council
- Steph Pew (SP), Coast & Country
- Linda Bell (LB), Redcar & Cleveland Community Network

In Attendance

- Richard Jackson, Coast & Country (Minutes)

Item		Action
1.	Apologies	
1.1	Catherine Sills (CS), Redcar & Cleveland Community Skills Emma Grimes (EG), Coast & Country	
2.	Minutes of Previous Meeting held 5th August 2008	
	Correction to the last minutes - Val Mitchell was absent and apologies should have been noted, other than this amendment the minutes were approved as a true record.	
3.	Matters Arising	
	<u>3.3 Funding Seminar</u>	
	Julian - There is no date set for the third event of these seminars. The event may be held in the Eston area for groups from this area, but other people from outside that area would be able to attend. A possible date could be in the New Year but nothing has been set yet.	
	Fiona – Reported that a similar event was held in Hartlepool, in September which used R & C publicity material as a template.	
	<u>4.0 Council Community Development Review</u>	
	JF gave an update on the Council's CD Review. The Review had been initiated to map the current CD activity	

being carried out by Council staff, learn from exemplar authorities, consider the implications of the community empowerment white paper, and make proposals for re-shaped Council CD function which were better coordinated and more effective. Currently, the Review team is organising a survey of Council staff to gather information about the extent to which they are carrying out CD roles across the six aspects highlighted by the CD Challenge report's definition. Initial contact has been made with local authorities regarded as taking an exemplary approach, and CDF is assisting with the collation of information about how local authorities structure their CD function.

6.0 AOB

Catherine was absent from this meeting so no feedback can be given.

4. Future of Third Sector Report

There were concerns from members that the CISG was to be responsible for the implementation of some of the elements of the Third Sector report. The group also raised several questions around some elements of the report. Fiona explained that she had invited Paul Taylor to the next meeting to brief the group on their responsibilities and proposed implementation but proposed that she would send an email to Paul outlining the CISG concerns.

The full report is going to the LSP Board on 31 October for approval.

This group have got until 22 October 2008 to respond. FC will email the group for comments and send this to Paul as a response from the group.

Val asked that as this group is the group to be implementing the area partnership structure and who else does the group want round the table? Organisations like Roc etc could be a separate group as they have different needs. Questions were asked if the area partnerships should cover 6 rather than the 5 areas.

Linda felt that if there is a lead group, this should come from "grass roots" up over.

Ann agreed and hoped the comments are taken on board.

5. Feedback From Survey

JF tabled details of responding organisations and copies of

the summary analysis for the support organisations survey questionnaire showing number and percentage responses to each question, and this information was noted. AGREED: to give non-responding organisations a further opportunity to respond (deadline 22/10/08).

6. Voluntary & Community Sector Organisations Survey

JF tabled a draft version of the community sector survey questionnaire. AGREED: that JF & AD work further on the draft questionnaire and circulate final version to CISG.

7. Developing a Shared Constitution

Ann is waiting for final artwork from Coast & Country. Stef handed out an example to the group for comments. Two comments came back. One was about the partnerships logo on the sheet and to take of the Coast & Country logo. The other was over the colour (red) on if this colour has impact on some groups? The group all liked the idea of the 'scrabble' design. Stef to go back for final proof and liaise with Ann over production.

SP to
check
colour

A question was raised over who was going to pay for the artwork & the cost of producing the Toolkit. Community Skills were providing the files and Val said if there was a problem to contact her and that it all depends on what budget is.

8. AOB

Fiona told the group that Jay Jackson is leaving Tees Valley RCC. This leaves TVRCC without an East Cleveland Officer. They will be recruiting in the next fortnight. Hopefully the post will be a full time post based at Loftus.

A suggestion was made to set up an extra meeting to discuss the Community Development Strategy. This will take place on 12 November 2008, 10am at Coast and Country.

SP to set
up

9. Date & Time of Next Meeting

Tuesday 12 November 2008, 10am – to look at CD
Strategy.
25th November 2008 at 10am – regular meeting.