

Chester-le-Street & District Area Action Partnership (AAP) Board Meeting & AGM – Minutes of the meeting held 9th May 2022

Present:

Councillors: Councillor Beaty Bainbridge (Deputising for Cllr Craig Martin), Councillor Danny Wood (Deputising for Cllr Alison Batey), Councillor Phil Heaviside (taken over from Alan Bell), Councillor Bill Moist, Councillor Emma Waldock, Councillor Tracie Smith, Elsie Forrester (Parish Council Representative)

Partner Organisations: Graeme Carr (Durham & Darlington Fire and Rescue Service), Suzanne Jobson – (Karbon Homes), Vicky Murray (Durham County Council), Joanne Malki (Business Association Representative), Ian Heaviside (Community & Voluntary Sector)

Public Representatives: Clare Todd, Khaled Malki, Janet Ford-Davidson, Mick Rodgers, Howell Davies, Aaron McCormack, Chris Hoy.

Officer Attendance: Michael Wilkes (AAP Principal AAP Co-ordinator), Bill Lightburn (Towns & Villages, Project Officer), Lesley Lines (AAP Support Officer).

Presenters: Jane Sunter (DCC) Phil Ransome (Human-Kind)

Apologies: Cllr Craig Martin, Cllr Alison Batey, Insp. Lee Morris.

Public Attendance: Two members of the AAP Public Forum were present at the meeting.

Introductions

The Chair opened the meeting and welcomed everyone to the first face-to-face meeting in over two years. The Chair welcomed all new public representatives to their first meeting and thanked all outgoing public representatives for their support over their four-year term. The Chair informed the Board that Derek Briggs would not be standing again due to illness. The Chair thanked Derek on behalf of the Board for all his hard work in the community and with the AAP Task and Finish Groups. Michael Wilkes advised that a card had been sent to Derek on behalf of the Partnership.

Jake handed the Chair to Michael Wilkes who thanked all four outgoing public representatives for their time and their commitment to the Board. Michael then introduced the new public representatives to the Board.

Election of Chair and Vice Chairs

Michael started with the election of the Councillor, Vice Chair, nomination of the Board. Michael stated that Councillor Craig Martin had been put forward for the role and subsequently asked for the Board's endorsement. The Board Agreed.

Michael then asked for the election of the Partner Representative, who would then become Chair,



Better for everyone

nomination of the Board. Michael stated that Suzanne Jobson, Karbon Homes, had been put forward for the role and subsequently asked for the Boards endorsement. The Board Agreed.

Michael advised the Public Representative Vice Chair role would be selected in time for the next Board Meeting. The delay was due to the fact that the public representative recruitment process has just been finalised.

Michael then handed the Chair to Suzanne.

[Introductions, Apologies and Virtual Housekeeping Code of Conduct/Protocols](#)

Cllr Danny Wood noted that he is deputising for Cllr Alison Batey. Cllr Beaty Bainbridge noted she was deputising for Cllr Craig Martin.

Apologies are noted above.

[Agreement of minutes from the previous meeting held on 7th March 2022 & Matters Arising](#)

Suzanne thanked Jake and welcomed the new public representatives. Round table introductions were made.

Cllr Smith highlighted an omission from the March minutes in relation to the Older Persons Social Isolation (OPSIF) agenda item and requested that the minutes/item be amended. The Chair asked for the minutes to be amended accordingly.

The minutes were then agreed as a true record.

[Matters Arising](#)

Page 2 - Michael highlighted he would invite Lindsay Davison, Fun & Food Programme Manager, to a meeting as and when appropriate.

Page 2 – Open Water Safety – It was noted a report was on the agenda.

Page 3 – It was noted that Cllr Batey had received a response from Sarah Glynn.

Page 3 – It was noted that all Board Members had received the names of Service Leads.

The minutes were then agreed as a true record.

[Drug and Alcohol Service Presentation](#)

Unfortunately, due to technical issues, the presentation was unable to go ahead. Jane and Phil were both happy to come along to a subsequent meeting. Michael advised he would arrange accordingly

Action: Michael

AAP Budget Report

Michael presented the report and gave an update on the current Area Budget position and outlined the financial resources available to the AAP in the 2022/23 financial year.

Clare Todd asked for the criteria for the Youth Fund to be circulated. Michael acknowledged this and agreed to send this out.

Action: Michael

Mick Rodgers asked when the Healthy Relationships Funding criteria was expected to become available. Michael highlighted there was a new fund and added that the criteria for this would follow.

Action: Michael

The Board agreed the recommendations within the report.

AAP Priority Report

Michael presented the report.

It was recommended that the Board make decisions as to the priorities the AAP should adopt for the coming two financial years 2022/23 and 2023/24.

A discussion took place.

It was noted that the priority survey was very leading to Covid Recovery and could be somewhat misleading to that extent.

Clare Todd commented that crime, environment and mental health needed to be considered when considering priorities.

Howell Davies advised that a database of what is available for younger people would be useful. Michael advised work has already started on a database which could hopefully be shared in due course.

Vicky Murray highlighted that her team were working on a database that would be countywide. Vicky noted that an on-line consultation on this work is coming to an end shortly.

Cllr Bill Moist noted that the AAP could not provide a youth centre but could do something to direct youths to what is already available. Cllr Moist suggested supporting an Open Day with information on sports clubs, he added this has been done before and was very successful. Cllr Moist asked if this could be a project the AAP could fund for to deliver within the six-weeks holiday period.

Michael agreed this was potentially a good idea but maybe the summer holidays was a tight timeline and difficult to deliver against.

Cllr Beaty Bainbridge noted that 21 young sea cadets had been recruited through going out to the schools and engaging with them.

Cllr Tracie Smith added the air cadets and other similar clubs can help build a young person's personality and level of responsibility.

The Chair noted the last time the AAP did a school consultation event it was very successful.

Cllr Tracie Smith noted that residents are concerned with anti-social behaviour and stated that a database/promotion of what is available for young people would be very useful.

In summing up, the Chair advised this needed a longer discussion.

Michael asked for agreement to set up a priority focussed meeting in June to look at finalising the priorities moving forward.

The Board agreed to set-up the priority meeting.

[Task & Finish Group Reports/Updates](#)

Town & Villages – Bill Lightburn presented the report.

Cllr Danny Wood asked for assurances that funding would be available for the scheme in Pelton as it may take some time. Bill highlighted that it was a bit of a balancing act and that he and Elected Members will collectively need to consider this before bringing schemes for consideration by the Task and Finish Group/Board.

Bill stated that, for a variety of reasons, it may not be feasible to progress all projects within the funding timeline. Michael noted that the Chester-le-Street & District AAP was very much in a more advanced and detailed stage with schemes than some other APPs.

Cllr Tracie Smith stated that she had another scheme for potential funding if the previous project put forward was not feasible.

Cllr Bill Moist highlighted that the applications received had to be oven ready.

Mick Rodgers asked if the councillors £10k was a separate fund. Bill advised that it was separate to the £210,000 allocated to AAPs.

Bill advised each project would be looked at on its own merits and not on the amount of money needed.

The Chair asked how much money was already committed. Bill highlighted that they were still at the costings stage with many of the schemes. Bill added that he would be reporting progress back to the Board in due course.

Howell asked the Chair if Karbon Homes could contribute towards these projects. The Chair advised that she would find out and get more detail.

The Board noted the positive steps being taken to progress the AAP Town & Villages Programme and agreed to assess the applications as and when these were ready.

Open Water Safety - Michael presented the report.

Clare Todd highlighted the positive work the group had done and suggested that more people would like to be involved in the training should this be done again. Clare stated she would like to thank the Fire Service for the training and demonstrations.

Michael noted that a press release was due to be published shortly outlining the great work delivered by the group.

Holiday Activities with Healthy Food (HAHF) – Michael presented the report.

Cllr Bill Moist asked if the Police would be able to access this fund for food for Market Activity Week. Clare Todd, who is a HAHF panel member, advised the Police had recently applied. It was noted that a report would be brought to a subsequent Board Meeting.

Neighbourhood Budget

Michael presented the report and highlighted that there was one project that had a declaration of interest and would therefore need to be approved/not approved by the Board.

The Board noted the content of the report and agreed the Bournmoor Primary School project that had a declaration of interest on behalf of Cllr Philip Heaviside.

Partner Updates

Police – Insp Morris had e-mailed an update for the attention of Board Members.

Clinical Commissioning Group – No Update. Michael highlighted he had spoken to Michael Blagdon in relation to identifying a new representative for the Board.

Fire & Rescue Service – Graeme Carr noted the service had responded to over 100 call-outs last month. They are continuing to work with partners on preventative work such as safe & wellbeing visits and non-domestic premises visits. They have also supported the Open Water Safety work co-ordinated by the AAP.

Business Sector – Joanne noted that the Easter Bunny Hunt was a huge success.

Voluntary Sector – Ian highlighted that he was building up a network of contacts and encouraged groups to get in touch with him. Ian noted he was hoping to get the contact details of groups who have worked with the AAP recently.

AAP Co-ordinators Update

- **1-2-1s with new Public Reps** – Michael highlighted he had met with all four new public representatives.
- **Review of Public Engagement Practises** – Michael advised the chosen consultants would begin work by the end of May. Michael noted that he expected Board Members to be contacted by the consultants in due course.
- **Fiona’s Kelly’s replacement** – Michael advised Board Members that Pete Garrod would be returning to cover Fiona’s secondment.
- **Annual Report** – Michael noted that a draft copy of the annual report would be circulated in due course.
- **Board Champion visits** – Michael advised that Board Members would be allocated a project to work with and support.
- **Future Board Dates** – Michael asked if Board Members would prefer to meet bi-monthly. Some Board Members were in favour of meeting every month however some were happy to meet on a bi-monthly basis.

In summing up the Chair highlighted that the structure of meetings needed to be clear.

Michael advised an extra meeting will be added in June to look at priorities and that the timetable for future meetings would be considered then.

Clare Todd noted that the A167 artwork would begin installation next week.

Date and Time of the next meeting

TBC.