

Big Local DY10

3 neighbourhoods, 1 voice

Steering Group

9th April 2013, 7-8.30pm, St. Oswalds Childrens Centre

Present	Apologies
Rev. Rose Lawley - Chair (RL) Rob Brown (RB) Carol O'Brien (CO) Siri Hayward (SH) John Stevenson (JS) Terry Thomas (TT) Jo Knight (JK) Meg Mullen-Knight (MM) Sandra Weidrick (SW) Vander Browning (VB) Sarah Rook (SR) Jayne Nicholl (JN)	Helen Fairweather (HF) - Big Local Rep
Invited	
Justin Bryant (JB) - Vestia Community Trust	

Actions Agreed:

No.	Action	Details	Who
1	Marketing	<p>Pens & Bags The group agreed to have the silver print on black pen. TT has submitted artwork to printing company. Ideally the group would like the products for the St. George's event on 20th April. The company have quoted up to 10 days so it looks like this may not be possible. TT will speak to the company to see if they are able to turn it around by then.</p> <p>Banners The small banner has a typo! JB will approach the Big Print shop to see if they can provide a small printed piece to rectify.</p> <p>Posters & Flyers The group agreed to design and produce posters and flyers to promote the project.</p>	<p>TT</p> <p>JB</p>

		<p>Poster - using the bag design 'what would you do to make our area a better place to live?' The poster will also include some text in other languages. JB to produce a proof and distribute to group. The poster will be distributed to businesses, clubs, churches etc in the area. It will also be given out to the community so that people can display in house windows etc.</p> <p>Flyer - This will be aimed at residents and will include more in depth info on what the project is about, what it's trying to achieve and the ways that people can get involved or support the project. Again this will include text in different languages. JN has agreed to design the leaflet. Once produced these could be left in local shops/community buildings etc.</p> <p>Printed copies of the above will be available for the event in St. George's Park on 20th.</p>	<p>JB</p> <p>JN JB</p>
<p>2</p>	<p>Current Project Updates</p>	<p>Youth Bus - Tuesday 28th May</p> <p>The bus has been booked. The group agreed to focus the activity on 10 - 17 year olds. The group debated the best times and agreed 12pm - 6pm. There was some debate about locations with the following agreed:</p> <ul style="list-style-type: none"> • 12pm - 2.50pm - Upton Road, Brodwaters • 3.10pm - 6pm - Radford Avenue area for Horsefair & Greenhill <p>The exact location for the Radford Avenue area is still to be agreed however it was suggested the car park for the St. George's Club, parking on Radford avenue or bottom of George Street may be suitable. JB was requested to speak with the club and the local Police/WFDC about these options.</p> <p>Once location is agreed JB will produce a poster and distribute.</p> <p>JB has emailed the Youth House to see if they would like to be involved as they will be able to signpost young people down to the activities they provide.</p>	<p>JB</p> <p>JB</p>

Lunch Clubs

JK & SR updated the group on how the Lunch Clubs went.

Broadwaters Community Lunch Club - went really well. Everyone who attended has booked onto the next community lunch club. Feedback was that food was great and that people had a good time. SR said it was a much needed service in their community and BRAG are committed to keeping this going.

St. Ambrose Lunch Club - Lots of people attend this club and all of the Big Local volunteers were kept very busy completing questionnaires with the diners. The lunch club is for parishioners of St. Ambrose Church therefore many of them were from outside of the area, which the group had expected. However their views are important as they have a 'stake' in the Big Local area and as it turned out most had some form of family connection. Many of them grew up in the area so were able to provide an insight into the history of the area and how the area has changed over the years.

We were also aware that St. Ambrose Church have begun to look at how this club could be expanded to include a second lunch for those who are 'isolated / most in need' within the community. This is something the Big Local DY10 may be able to support in the future.

The group thanked SR, JK and all the other volunteers for all the hours they put into this.

Photographic competition

JB went through the project action plan that was put together following a meeting with Corina (Boars Head), SW, JB and Toni Charles (photographer).

The steering group specifically agreed the following:

- 3 age groups (under 11's/11-17/18+)
- Competition is only open to people who live within the Big Local area (as defined by the Local Trust map)
- Community photographic Workshops to kick-start the project

		<ul style="list-style-type: none"> • SW will look into establishing camera clubs at the local primary schools • A judging panel will be established involving both photographers and community members • The shortlisted photographs will be displayed in various venues both in the Big Local area and the wider community. • The shortlisted photographs could be used to make a Big Local 'Community Calendar' for 2014. <p>JB & SW will move this forward and update the Steering Group regularly.</p> <p>Video Project The group agreed this could be promoted through the photographic completion. The aim would be to collect video from people to create a 'video profile' of the area. The group discussed methods for doing this. It was agreed to set up a You Tube Channel. The group discussed 'content' and agreed that moderation was needed. RB agreed to set up a You Tube Channel.</p> <p>It was suggested that the Steering Group purchases a small video camera so that it can video engagement events and activity to form part of the 'visual history' of the project. JB will look into this.</p>	<p>RB</p> <p>JB</p>
3	Community Research Questionnaires	<p>Data JB has created a database and has started to record the data from the questionnaires.</p> <p>The personal info sheet (which is detached from the comments section) indicates if people want to get involved with the steering group, help out at events or be kept informed about the project. The group asked JB to create three separate distribution lists using this information.</p> <p>Events JB asked all to email him dates of any events/activities that they know of in the area so that volunteers can be found to attend and promote Big Local DY10 and completed questionnaires. JB will compile a calendar of events and email</p>	<p>JB</p> <p>JB</p>

		out so that people can volunteer to represent the project.	
4	Targeted Engagement Activity	<p>Demographics The group discussed ways of engaging with the different communities within the Big Local area. JB distributed information from the 2011 census that detailed the numbers and percentages of the different groups within the area. Using this information the group have decided upon the following actions:</p> <ul style="list-style-type: none"> • Include Polish & Bangladeshi statements on the new posters & flyers. These statements will direct people to the website • Develop a Polish and Bangladeshi poster for the project • Update the website to include pages written in Polish & Bangladeshi • Distribute single language posters and flyers to local shops and clubs including Mosque, Bangla School, Polish Saturday School, Polish Church & Catholic Church. • All members of the Big Local DY10 Steering Group will talk with their friends and neighbours, who are from these communities, to see if/how they would like to be involved with the project. <p>Worcestershire Youth Cabinet JB explained that Craig Bateman, recently elected member of the Worcestershire Youth Cabinet, had posted a message on the Big Local Facebook page offering to meet up with the project. The group agreed it would be a good idea to invite him along to a Steering Group meeting to find out more about his role (representing young people from the area).</p>	<p>JN JB</p> <p>JB HF</p> <p>JB HF</p> <p>ALL</p> <p>ALL</p> <p>JB</p>
5	Learning Visits	<p>The group agreed they would like to visit the Todmorden Incredible Edible project.</p> <p>http://www.incredible-edible-todmorden.co.uk/</p> <p>JB asked a member of the group to find out info about open days etc and let him know. JB will then arrange transport etc.</p>	<p>ALL JB</p>

6	Budget Update	JB distributed the updated budget sheet for information. The project is currently within budget profile.	
7	Any Other Business	<p>Sandwell Event - 10th April CO, JN & SW have confirmed attendance at the event tomorrow. They will feedback at the next meeting.</p> <p>Email Communications The group had a discussion about the way we are currently discussing some issues by email. It was agreed that the Steering group distribution list will be those present at the meetings and then, linking back into the actions agreed when discussing the questionnaires, there will be separate email distribution lists for general info and volunteering requests.</p> <p>This will hopefully stop people who are not attending the Steering Group being bombarded with lots of discussion emails.</p> <p>Feedback from Meeting with Sally Rawlings, Head of Big Local Some members of the group were able to meet with Sally on Friday 5th April. To start off the discussion and feedback RL read out an email that Sally had sent that reiterated the support available now and over the next 14 years to the Big Local DY10 project.</p> <p>RL then summarised the general points raised and discussed at the meeting.</p> <p>The group discussed at length the request from Councillors to hold a quarterly liaison meeting with them. In response to this the group noted that:</p> <ul style="list-style-type: none"> • All project communication is open and transparent. The project provides updates through the website, Twitter, Facebook and the monthly electronic newsletter therefore there would not be anything to specifically cover in a liaison meeting that is not already public information. 	<p>CO JN SW</p> <p>JB</p>

		<ul style="list-style-type: none"> • The group feel that if they need the support of one or more of the 9 Councillors that cover the Big Local area they will specifically approach them to request this. • The 'Getting People Involved Round 2' phase of the project is due to be completed in June/July 2013 therefore even if the group agreed to the request there would not be sufficient time to hold one. • Their position on the role of Councillors with the Big Local DY10 project has not changed and is as stated in the groups Terms of Reference "Whilst local organisations and Councillors have an important supporting role in the development of the Big Local DY10 project they are not eligible to be part of the Big Local DY10 Steering Group. The group will work with them, when needed, to help move the project forward. However it is anticipated they will be part of a wider representative partnership once established. • When the full Big Local Partnership is established those residents involved, along with the Local Trust and the Big Local Rep will ensure that the right people, organisations and representatives are around the table in order to deliver the Big Local plan and bring about positive change for the area. 	
8	Date of next meeting	The group agreed to meet on Tuesday 14 th May 7:00 - 8:30pm. The venue is TBC but it is hoped it will be at Trinity Methodist Church, Churchfields	