

SEAFORD COMMUNITY PARTNERSHIP

Minutes of Steering Group Meeting 28 held at St James' Club (Seaford Volunteers) Wednesday 5th March 2003

Present:

David Schueler
Mike Murphy
Linda Hallums

Cllr Laurie Holland
Jon Freeman
Pauline Gower

Christine Sinclair
Tony Rowswell

1. INTRODUCTION AND APOLOGIES

Apologies from Ted Cowdrey, Joan Pearce, Stuart Adcock, Audrey Whitney, Owen Clifford, Chris Hart

2. MINUTES OF MEETING NO. 27 - 5th February 2003

Agreed

3. GENERAL

A general discussion was held regarding the future way in which the partnership should proceed. It was noted that there had been steady progress in developing ideas into projects since its inception with notable successes. However, there are ambitious themes in the pipeline which require better resources and professional experience for their development. In addition the mode of working of the partnership requires re-thinking to improve use of members time.

It was therefore agreed that the next meeting should concentrate on a review of procedural and administration matters including:

- Constitution and Articles of Association

- Presentation of Accounts

- Format and frequency of future meetings of the steering group (e.g meetings discussing project reports and new ideas alternating with meetings discussing administration matters)

- Alternatively setting up a separate administration group

- Task Groups to be combined or re-grouped to better suit the new projects.

- Project Business / SWOT analysis and Budget group required

- Employment of Project Co-ordinator

4. REPORTS FROM THE THEMATIC TASK GROUPS

3.1 Farmers Market (Christine Sinclair)

LDC Planning Department had approved road closures through to September 2003 for monthly Thursday markets and the three pilots on Saturdays in May, June and September.

The meeting planned by the Chamber of Commerce on 13th March to enable the partnership to talk to Chamber members about the farmers market and other projects was not attracting support. (It was subsequently cancelled since only two members applied to attend).

The Environmental Health Officer had visited the market in February following a complaint about various issues from a member of the public. He had subsequently written confirming he was satisfied with the running of the market and only one stall holder was in minor breach of the regulations, which the EHO was dealing with.

Forward bookings are generally positive overall.

Christine was given permission to attend a conference in London (cost £10) regarding school-age diets. Local farmers should be encouraged to sell direct to schools. There is evidence of school children's behavioral problems being due to eating disorders and inappropriate diets.

3.2 Skills Demand & Supply - "PASSPORT to SUCCESS" (Chris Hart)

In the absence of Chris Hart, the chairman reported that the steering group of this project had met on 3rd March. Local firms and individuals have expressed considerable interest in the training programmes available. 100 firms and people have been targeted. Twenty eight companies had been interviewed, embracing small hotels and cafes, property investment, a roofing contractor, internet, gardening, retail, secretarial/accounts, planning consultancy, care homes, mortgage consultancy and general building contracting.

Seventy four individual interviews have been carried out and fifty four training needs identified.

Training so far set up embraces a Class of five for NVQ level 2 care, Vocational Assessor awards (2), Basic food Hygiene Certificate (6). In addition training is planned for SAGE computerised accounts, Beginners IT, Access, DTP, Excel, First Aid and one day courses in Health and Safety Risk assessment, Legal aspects, Employment Law, Taxation and VAT, Budgetting and Business Planning etc etc. Site training needs have also been identified.

Cradle Hill trading estate is being specially targeted

C&G has visited the project and the Seaford Small Business Training Project is now an accredited centre for delivery of Profile of Achievement.

3.3 First Stop Shop and Seaford Forum (Jon Freeman)

a) Stage 2 - Station Project

The team looking after this project needs to be reformed and reconvened to consider a revised SWOT analysis to up-date the station project and include the development of the railway land South of the track on the North of the Salts

The Strategic Rail Authority has indicated they consider this project worth discussion.

a) Seaford Forum

It was agreed that a Forum should take place once a quarter which would provide a greater variety of topical subjects and ease the administrative arrangements.

b) Publicity

Nothing to report

3.4 Business Development (Peter Sinclair, Jon Freeman etc)

a) Corsica Hall

David Schueler had been approached by Newlands School for contact information regarding the possibilities of partnership with suitable bodies in order to pursue the twin goals of additional accommodation for the school combined with access to the building for Seaford Community activities.

Jon Freeman had followed this up and assisted in discussions about the possibilities of partnership with any other interested purchasers.

3.5 Transport and Safe Routes to School (Ted Cowdrey)

- a) Work is in hand by ESCC for the Safe Routes to School proposals. The station Puffin crossing is in hand and survey and design work is proceeding on the Sutton Corner crossing.

Christine Sinclair reported Robin Preecy is looking for 1\3rd of children going to school by bicycle and Safe Routes to School should embrace cycle matters.

Cycle racks need to be secure - they are not in the school playground.

The new road crossing measures should help to swell school bicycling.

b) Tide Mills Greenway - STC have been asked to support a bid prepared by Peter Sinclair on behalf of SCP/Turning the Tide. Mike Murphy is chasing Tony Read but it has been said the scheme may not proceed.

3.6 Waste Disposal Task Group (Jon Freeman)

A number of projects are being identified for the task group to undertake.

3.7 Seafront Improvements, Tourism and Culture (David Schueler)

a) **Seafront Improvements**

Next meeting 11th March. Heritage Trail maps and boards are being designed and costs obtained to enable a funding bid to be prepared.

b) **Skatepark facilities**,. Funding of £19,000 has been obtained towards the required £25,000. The young skaters are exploring fund raising activities to help with the balance of required.

b) **Seahaven Maritime Festival -**

Next meeting of the task group is due on 12th March Good progress has been made in determining the list of participants with dates and venues. The three-day programme is expected to be extensive and exciting

Len Fisher is producing a coloured brochure for distribution to all households in Seaford and Newhaven

3.8 Cinema Club (Stuart Adcock)

22nd March -Harry Potter, 8th April - Lord of the Rings, May - Chicago in May.

3.9 Youth Strategy

On hold pending LSP initiatives

3.9 Cuckmere Haven (Tony Rosewell)

Nothing to report

4. Partnership Accounts (Pauline Gower/Linda Hallums)

Appointment of Outside Examiner ('Auditor') required. Suggestions for names required.

5. LOCAL STRATEGIC PARTNERSHIP (Owen Clifford)

Nothing to report

7. SEAFORD COMMUNITY PARTNERSHIP CONSTITUTION

Due to the low attendance, signatures would be made at the next meeting.

8. ANY OTHER BUSINESS

Date of Next Meeting - Wednesday 2nd April 2003 - subsequently changed to 15th May due to the intervention of the local elections.

DS/08/05/2003

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