

Present: Kirstin Richardson (Chair) Dave Hutchinson Cllr Joan Atkinson Joe Thompson Jane Howarth Grahame Tobin Mervyn Butler Phil Payne Miriam Hardie Susan Lawrence Howard Lawrence George Maccoy Viv Davies David Plumpton Brenda Plumpton Sue Balmer	Apologies: Delia McNally Roy Wilburn Emma Lawson Maureen Skevington
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Welcome from the Chair:

Kirstin welcomed members to the AGM.

Election of Officers:

Mervyn moved the re-election of officers. This was agreed by members present.

Chair: Kirstin Richardson

Vice chair: Roy Wilburn

Treasurer: Grahame Tobin

Secretary: Dave Hutchinson

Asst secretary: Delia McNally

Minutes sec: Sue Balmer

Forum executive includes 3 further members: Jane Howarth, Brian Navi, Joe Thompson

Secretary's annual report 2018:

January

- Forum registration approved by STBC Cabinet
- 8 draft key objectives agreed for the Forum, 4 sub groups established to focus on specific areas of work

March

- Presentation by ST planners re NPPF and support for Forum

April

- Forum website established/ discussions with ST Planners re inclusion of Junior school site as suitable for development in the final SLR/Adopted BFL 12 as a design code for new housing in East Boldon

May

- Met with Whitburn Forum to establish common areas of interest
- Data protection policy developed to ensure compliance with GDPR

June

- Open consultation event held in UR Church Hall – 72 attend. Draft objectives approved – views sought on developing policy on transport, housing, local economy and natural environment
- Awarded c£2k grant from Locality to cover administration costs
- Wellbeing Survey developed to gather views from leisure, sports, social and community organisations

July

- Joint meeting with Whitburn and George Mansbridge, ST Council Head of Development Services
- Became formal consultee for planning applications and develop protocol for reviewing planning applications – now commented on 4 applications.

September

- Community Engagement strategy developed

October

- Aecom appointed to carry out Housing Needs Survey as part of free technical support provided by Locality

November

- Forum article published in The Handbook
- Survey of remaining businesses carried out
- Links established with EB Junior School

December

- Planning consultant appointed to provide expert advice and support to Forum. £7,650 from Locality.
- Work underway on policy development including Community Character Statement, Housing Needs Survey and Natural Environment

Membership:

15 new members in 2018, **203** in total at end of year.

Joe extended thanks to Dave for the work that he does as secretary and for the way in smooth way in which he had taken over the role.

It was agreed to reduce the quorum from 21 to 15 and to 12 for general meetings.

The timeline target is to complete writing of the draft community plan by the end of 2019.

A brief discussion followed on the future structure of forum meetings and strategies for engaging the community. Decisions taken:

- Future forum meetings could be focused on a topic linked to the need for
- More members may attend and support meetings if they have a focus.
- All members will be informed of focus of meetings to encourage more engagement and support.
- It was suggested that the Library be used for some meetings to support another community group. Maximum capacity for the main room is approx. 40 and there is a meeting room which holds 20. Booking dates are being finalised.

Action:

- *Members at meeting of the Executive, planned for Monday 11 February, will decide on programme of meetings for the next 6 months.*
- *Venues for meetings will be chosen and all booked in advance.*
- *Grahame to make changes to Constitution on the website.*
- *Members to be canvassed for skills to support EBNF activities for completion of plan.*

Treasurer's annual report

Grahame distributed copies of the accounts. A pdf detailing income and expenditure is attached. In answers to queries from the members, he explained that EBNF will have approximately £1000 to return to Locality unless we spend more of the funding now. We may need money for website support in the future but can rebid to Locality for this and other needs when necessary. We continue to request £1 optional donation per meeting from members.

Minutes of previous meeting:

The minutes of the meeting on 17 December 2018 were approved by members present.

Consultation event:

Kirstin showed examples of the leaflet designed for the consultation event on March 16th. East Boldon Primary School will host the meeting and offers the venue at no cost. EBNF will give a donation to the PTA in gratitude.

Members have delivered a short activity session to the School Council (Years 3-6) and an assembly to Year 6. This was followed up by a 2-hour workshop in order to get pupils' comments about their village and ideas for the future. This focused on planning and biodiversity. There will be one further afternoon workshop on March 13th. Pupil work will be displayed at the event. Thanks are due to Sean Peacock, a PhD student from Newcastle University for his advice on activities about planning.

The leaflet is succinct, with more photographs. Phil Payne was thanked for his advice on the composition of the leaflet and his professional photographs. It highlights focal points for consultation i.e. housing, parking, green environment and character of the village. Analysis from earlier consultation events shows these are points of interest for the community.

Event will include refreshments plus a raffle.

Timescale for leaflet: to printer by Feb 15th and delivered by March 9th by volunteers.

Action:

- *Grahame to send original leaflet template to Dave to help in repositioning for folding.*
- *A3 posters to be produced for businesses etc.*
- *Promotion through social media, including Pride in East Boldon Facebook page.*
- *Members to support dissemination by increased posts to community groups.*
- *School to be asked to advertise via parent mail.*

Meetings and subgroups:

A meeting was held with the Chair of Whitburn Neighbourhood Forum to share ideas. It seems that EBNF is making good progress and is now in line with that of Whitburn. As the Council receives funding to support neighbourhood forums, we both feel that the Council could give more support. We would like to know how they are spending funding.

Members are meeting Council Planners tomorrow. We appear to have a good relationship with them, but we would like to encourage more consultation and transparency, particularly through involvement of the development of the Local Plan. We are interested in the possible changes to Cleadon Lane industrial site, which has amber status on the Strategic Land Review.

The Housing subgroup met to discuss the Community Character statement and praised the work done by Howard on this document. He is collating comments from members and from the Consultant. Howard is preparing a second draft. Phil Payne will suggest appropriate images. The architectural survey is not complete, but the document could be shared at the consultation event.

Decisions to be made:

- Should we consult on the Character Assessment separately?
- How we compile an evidence base to inform policies, particularly on weighty issues e.g. natural environment and transport.

- Do we need to plan consultation in relation to an urban design code?

Brownfield register:

The Council website shows brownfield land suitable for housing. Planners sent relevant spreadsheet to Howard. Small parcels are identified but none within forum area.

Action:

Howard to send spreadsheet to members.

Community Infrastructure Levy (CIL):

Local Authority can release funding via developers to neighbourhood forum. We should be able to demonstrate how this could be used through e.g. Friends of the Park to make the children's play area safe. Policies for its future use are needed by the community. Another consultation could provide proposals.

As the Gordon Durham site is now being developed, some funding could be earmarked for e.g. signage for Boldon Flats

AOB:

The Library is running a free 6-week course called Active Voices aimed at developing new skills. This might be of interest to members of the forum.

Action:

Dave to circulate to members.

Date of next meeting: Monday 25 February 2019 at 7.30 pm in Scout Hut

Meeting closed 8.40 pm