

**Minute/Decision Summary**  
**Meeting- St. Ann's Development Board**  
**Date – Thursday 11<sup>th</sup> September 2008**

**Members:**

Jim Fenwick **(JF)** – Mount Pleasant, David Fitzgibbon **(DF)** – Vice Chair and Tilery, Barry Hutchcraft **(BH)** – Portrack, Vera Walker **(VW)** – Victoria, Paul Thomas **(PT)** – Tilery and Safia Kaba **(SK)** – BME network

**Advisors / Observers**

Dave Brunskill **(DB)** – Cleveland Police, Lesley Wood **(LW)** – Job Centre Plus, John Angus **(JA)** – Urban Design, Diane Simms **(DS)** – Children, Education and Social Care, Haleem Ghafoor **(HG)** – Partnerships and Engagement Team and Sophie Richardson **(SR)** – Partnerships and Engagement Team

**Apologies**

Sian Stephen and Siobhan Arnett – Routz2work, John Repton – Tilery Primary School, Dot Enderwick – Portrack, Cllr David Coleman – Chair and Pat Thomas - Victoria

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<b>1. Welcome and Introductions</b> Board Members and Advisors were introduced and welcomed to the St. Ann's Development Board		Noted				Darren Morton SBC 01642 526033
<b>2. Apologies</b> Noted above		Noted				Darren Morton SBC 01642 526033
<b>3. Minutes from Previous Meeting</b> Minutes from meeting on Thursday 7 <sup>th</sup> July 2008 agreed as a true and accurate record.		Noted				Darren Morton SBC 01642 526033
<b>4. Matters Arising</b>  HG provided the Board with an update on the Delivery Plan. The Delivery Plan has been to		Noted				Darren Morton SBC 01642 526033

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<p>Stockton Renaissance and Cabinet and has now been approved.</p> <p>DB commented on the Delivery Plan stating that it was an excellent document.</p>		Noted				
<p><b>5. Progress Report</b> A report from the Project Manager has been circulated.</p> <p><b>Dog Fouling</b> The Board is working alongside Environmental Health and Mark Berry's team to carry out a dog fouling enforcement week within the NE area. Temporary signs will be erected throughout the NE area and every household will receive information about the legal and health implications of allowing dogs to foul. Dog fouling bags will be available from The Willows, Lustrum Community House and Victoria Community House and 3 new dog fouling bins will be erected to support the scheme. Locations for these bins need to be identified by the Board and Mark Berry will investigate the suitability of these locations.</p> <p>The Board identified the following locations that would benefit from a dog fouling bin:</p> <ul style="list-style-type: none"> <li>• Talbot Street – Tilery</li> <li>• The Green - Victoria</li> </ul>		<p>Noted</p> <p>Noted</p> <p>The Board agreed to send the proposed locations to Mark Berry's team to investigate whether these</p>	<p>SR to:</p> <p>1. Pass the locations to Mark Berry</p>			<p>Sophie Richardson</p>

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<ul style="list-style-type: none"> <li>• Windmill Terrace – Mount Pleasant</li> <li>• Portrack Shops - Portrack</li> </ul> <p>Once suitable locations have been identified and agreed for the 3 dog fouling bins, they will be ordered and installed. The date of the dog fouling week is still to be agreed and will only commence once all the bins have been installed.</p> <p><b>Victoria Environmental Improvements</b>            An email had been sent on behalf of the St. Ann's Development Board to John Angus (JA) from Urban Design expressing the Board's disappointment at the lack of progress on the Victoria estate.</p> <p>JA attended the Board and provided an update on progress.</p> <p>The unseasonable weather has caused delays to the installation of the gates and has caused the shrubbery, which had been cut back previously to grow faster than anticipated.</p> <p>The contractor has encountered high levels of sickness amongst staff involved in the project which has limited progress made installing the gates.</p>		<p>would be suitable locations</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>	<p>2. Refer Mark's findings to the Liveability Sub Group</p>			<p>SBC 01642 526026</p> <p>John Angus Urban Design 01642 526499</p>

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<p>JA anticipates all the works will be completed by the end of September / early October 2008.</p> <p>Area 11( Garbutt Street / Haffron Avenue) is currently awaiting the result of a gating order with the Council's Legal team to ensure the works can go ahead.</p>		<p>Noted</p> <p>Noted</p>	<p>SR to:</p> <ol style="list-style-type: none"> <li>1. Ensure JA provides an update at Victoria Residents Association</li> <li>2. Arrange a tour of Victoria for Board Members</li> </ol>			<p>Sophie Richardson SBC 01642 526026</p>

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<p><b>6. Routz2work Project</b></p> <p>A progress update was circulated to Board members.</p> <ul style="list-style-type: none"> <li>• The project has currently engaged with 118 Young People from the NE area, 91 of these young people have benefited from more than 6 hours support.</li> <li>• 75 employers have been contacted to get involved within the project.</li> <li>• 30 Young People have completed accredited qualifications within this project.</li> <li>• 20 year 11 leavers from Norton school have been contacted and supported to ensure smooth transition from leaving school.</li> <li>• 10 of these 20 Young People are due to enter further education in September 2008 and will continue to be tracked and supported by the project.</li> </ul> <p>Looking forward this project will be tracking and supporting all Year 11 leavers.</p> <p>The Youth Consultant will be commencing a college course from September 2008 but will</p>		<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>				<p>Sophie Richardson SBC 01642 526026</p>

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<p>continue to be employed on the project for 2 days a week.</p> <p>The project is hoping to offer a Modern Apprenticeship to a Young Person in Business Administration starting in September 2008.</p>		Noted				
<p><b>7. Sub Group Update and Review</b></p> <p>All Sub Group meetings were cancelled for the Summer break during August</p> <p>Board Members and Advisors have all been sent Sub Group review forms to confirm which sub group they would like to attend.</p> <p>Action plans will be created for each Sub Group, which will be updated on a monthly basis and can also be circulated to the Board on a quarterly basis.</p>		<p>Noted</p> <p>Noted</p> <p>Noted</p>	<p>SR to:</p> <p>1. Create action plans for all sub groups</p> <p>2. Refresh mailing lists and send out meeting dates.</p>			<p>Sophie Richardson SBC 01642 526026</p>

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<p><b>8. External Funding Session</b>  Minutes from the external funding session held on 12<sup>th</sup> August 2008 were circulated</p> <p>Further to this meeting each neighbourhood within the Neighbourhood Element area identified some priorities for sourcing external funding.</p> <p><b>Tilery</b></p> <ul style="list-style-type: none"> <li>• Increased usage of the Frank Wiseman Centre and creation of a Management committee / paid workers.</li> </ul> <p><b>Portrack</b></p> <ul style="list-style-type: none"> <li>• Funding for staff/ family learning and the play scheme at the Willows Centre.</li> <li>• Continuation of Portrack Action Group to run activities including the lunch club and bingo.</li> </ul> <p><b>Mount Pleasant</b></p> <ul style="list-style-type: none"> <li>• Improving the environmental appearance of the area.</li> <li>• Improving open green spaces which are experiencing high levels of fly tipping.</li> </ul>		<p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p> <p>Noted</p>				

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<p><b>Victoria</b></p> <ul style="list-style-type: none"> <li>• Encourage children and young people to get involved in community activities on the estate.</li> </ul> <p>An external funding action plan will be created and the group will meet again November / December 2008.</p> <p>Michelle Smith will provide details of when the Fairshare funding will be available. Michelle informed the group of the process for applying and stated it will be a quick turnaround.</p>		<p>Noted</p> <p>Noted</p>				
<p><b>10. Priority Setting</b></p> <p>Board members were asked to give times and dates of when they will be unavailable during October to attend the Board's priority setting day.</p> <p>A proposed date and time will be brought to the next meeting for agreement.</p>		<p>Noted</p> <p>Noted</p>				
<p><b>11. Any Other Business</b></p> <p>None</p>		<p>Noted</p>				<p>Sophie Richardson SBC 01642 526026</p>



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<b>12. Date and Time of Next Meeting</b>  Thursday 2 <sup>nd</sup> October 2008, 10.00 a.m. at The Willows Centre, Portrack.		Noted				Sophie Richardson SBC 01642 526026