



**Minutes of Community Action Group meeting  
14<sup>th</sup> July 2008  
11.00 am RCCE Offices Feering**

**Attendees:**

John Brown (JB)	RCCE – CAG Chair
Suzanne Roast (SR)	RCCE
Joy Sheppard (JS)	EALC
Chris Allen (CA)	EEDA
Chris Rust (CR)	Maldon District Council
Gill Burden (GB)	TDC
Kitty Barrett (KB)	BDC
Paul Murphy	Director Maldon DC Vol Service
Ken Edwards	Chelmsford Sport
Kirsty Monk (KM)	RCCE (minutes)

**Apologies**

Theresa Coyne (TC)	Tendring Community Transport
Wendy Jackson (WJ)	ECC
Melanie Rundle (MR)	Colchester Borough Council
Mike Hall	AUEE
Vincent Marley	CERA
Doreen Marsden	Vol Centre Uttlesford
Fiona McMahon	ECC
Elaine Woods	ECC
Graham Bushby	Essex SJA
Ed Gregory	ECC
Dianne Hardy	ExDra
Ruth Juett	EREC
Gill Pike	UVC
Brenda Towle	ECVS
Miriam Stead	ECC
Angela Balcombe (AB)	ECC
Karen Flack (KF)	ECC
Neil Keylock (NK)	ECC
Keith Cheesman (KC)	ECC
Judy Cuddeford (JC)	BDVSA
Linda Riley (LR)	VST
Paul Williams (PW)	ECC
Philip Wilson (PhW)	ECC
Jenny Salisbury (Jes)	ECC Library Services
David Eniffer (DE)	Volunteer Centre Tendring
Sue Sumner (SS)	CVS Uttlesford UVCC
Tony Shelton (TS)	Age Concern Essex

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**1 Chairman's Introduction**

John Brown (JB) (Chairman) welcomed and thanked all for attending the meeting, introductions were made. Apologies were taken as read.

## 2 Minutes of the previous meeting, 20<sup>th</sup> May 2008 & matters arising

### **Matters of Accuracy:**

No Matters of Accuracy were raised.

Those present then agreed the minutes.

**The following were reported as updates/ matters arising from those minutes;**

### **Market Towns Event**

JS asked if the Market Towns event to promote the benefits of becoming a (Market) Town Partnership was still scheduled to take place on 3<sup>rd</sup> September 08 (Foakes Hall, Dunmow). She was concerned that the date was fast approaching and that the publicity needed to go out to Parish and Town Councils as soon as possible to ensure a good attendance.

The Group discussed the reasons why towns had been slow to take up the chance of becoming a Market Town Partnership (MTP).

JS felt that the membership fee might be putting some town councils off in the current financial climate where cost cutting was necessary.

CA believed that the benefits and increased access to funding that becoming a MTP would bring Town Councils would far outweigh the membership costs involved.

SR reported that they would be bringing in case studies from not only Essex but other counties to represent all types of Market Towns where becoming a Partnership has brought benefits and that it was hoped this would also help encourage Essex Towns to follow suit.

### **Market Towns Event Urgent Actions:**

- The event coordinators (JS/PW/SR) to arrange a meeting as soon as possible (JS/PW/SR)
- An initial event publicity email to be sent to all Parish and Town Councils to make them aware of the event date (JS/PW/SR) .
- This email also to be circulated to Kitty Barrett (BDC) and to other non parished areas to ensure maximum coverage (JS/PW/SR) .

### **Out Standing Action:**

- Promotional Material for the MTI event in Great Dunmow to be circulated to the CAG when available

**Further matters arising were covered within the main agenda items.**

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## **East of England Development Agency (EEDA) Update -Chris Allen, EEDA**

### **Change of Chief Executive at EEDA**

EEDA announced that Deborah Cadman would be taking over as EEDA's Chief Executive in July. Deborah comes from St Edmundsbury Borough Council (previous EEDA Chief Executive, David Marlow). Deborah will be working in tandem with David for 1 month.

### **Change in Emphasis**

CA advised that EEDA had undergone a major shift of emphasis and had moved away from being a delivery agency to becoming strategic body. EEDA has been leading the development of the new, regional economic strategy (RES) for the East of England 2008-2031

### **Matthew Taylor Report – Affordable (Rural) Housing**

EEDA had received Matthew Taylors pre-report (to conduct a review on how land use and planning can better support rural business and deliver affordable housing). This highlighted the desperate need for affordable (rural) housing. CA personally felt that this may strengthen the case for increased support for Rural Housing Enablers.

### **Building Communities Fund (BCF)**

EEDA finances the BCF (aimed at building capacity by purchasing assets for community use). There has been an under spend (although currently they are not taking further submissions) and EEDA were looking at expanding work with Market towns and working with RCC's in the region to deliver this.

**The Bursary element** (which is a bursary award to help public, private, voluntary or community sector organisation, develop their applications for a capital grant) is also in the same situation.

### **Migrant Workers**

EEDA is concerned and wishes to research and assess the potential economic risks to the region because of decreasing numbers of migrant workers. EEDA would like to set a forum to look at this issue and CA invited members to join this forum or recommend others interested in this issue.

### **Economic Participation Group/liC Funding**

SR reported that funding delivered through the ECC Economic Participation Group (EPG), (which has taken over the role formerly delivered by Investing in Communities- liC ) in Mid and West Essex, would be spread over a wider geographical area from the next financial year onwards. This would mean that new areas (some of which were considered areas of deprivation) would be competing for funding from the EPG in Mid and West Essex.

### **Actions:**

- Email to be circulated to ERP membership to request help and give information or become part of a forum feed into the research to help determine impact of the loss of Migrant Workers in Essex
- CA to circulate the Building Communities Fund information via SR/KM to CAG group.

CA/KM/SR

CA/KM/SR

## **4 Post Offices Update**

SR reported that in the current **South Essex, South Herts and Bucks Area Plan**, 5 post offices in Essex have been proposed for closure.

### **Affected Sub Post Offices in South Essex:**

- Dovervelt Road Canvey Island
- New Thundersley, Benfleet - Castle Point
- Sutton Road, Southend-On-Sea
- London Road, West Cliff on Sea
- Hathaway Road - Thurrock

*N.B. The Public Consultation runs from 17th June 2008 for 6 weeks and the*

*consultation ends 28th July 2008.*

SR reported that John Symonds (Essex County Council) had been seconded from his role at ECC as Area Co-ordinator for Mid Essex to oversee the ECC initiative to help reopen some of the Post Offices closed or proposed for closure in Essex, during the Post Office Limited Network Change Programme. KM

SR explained that because of legal implications the respective ECC models for partner or hosted outreach post office solutions (which would replace some of the closed post offices) had created the need for a complex contractual situation and had protracted negotiations with Post Office Limited.

SR also reported that the reopened post office services would include a community information point, ECC hoped to involve other services and partners in this project.

KM reported that the ERP post office working group had decided to set up a sub group to look at getting transport and access advice out to affected communities and re-energising those Outreach/ hosted Post Offices Services due to reopen in rural communities.

#### **5 Ratification of the Terms of Reference for the Community Action Group (CAG)**

SR explained that following the last meeting of the CAG, no further revisions of the terms of reference had been requested. A copy was circulated to the group for review; the CAG then agreed to accept the finalised version of the Community Action Groups Terms of Reference

Regarding the issue raised by Voluntary Sector members of the group at the previous meeting, (it was suggested that a nominated voluntary sector attendee to represent that sector and report back) the Group considered this item and agreed that it is covered by the article in the CAG terms of reference which states that "Membership of the Community Action Group will be by self-selection from amongst ERP members".

#### **6 Essex Rural Partnership (ERP) Activity Review**

##### **ERP Rural Services Survey 2008**

SR reported that this was now in a database format that could be used to run queries; if any members had a need for data prior to publication of the RSS report they should contact Suzanne Roast (RCCE).

##### **ERP Steering Group**

SR reported that the Steering Group had determined to begin the refresh of the ERP Strategy. This would start in November with a special meeting for all ERP members to consider the changes. It would also inform and run in tandem with the Essex County Council Essex Rural Commission Report (due for publication in February 2009) and the final revised ERP Strategy was hoped to be launched in Spring 2009.

##### **ERP Economic Action Group**

SR advised that ECC have commissioned Andrew Fieldsend to carry out studies into the rural economy and jobs in Essex. He will be looking at rural jobs and rural employment patterns and how and how far people travel to work in rural communities.

##### **Action:**

Copy of the research to be circulated to CAG members if possible when available.

SR

#### **7 LAA2**

Consultants are now in place to carry out the rural proofing of LAA2. Out of the 3 possible levels of rural proofing to be considered the interim level 2 option has been selected as this was not considered to be "too high arching" or, at the opposite end of the scale, an excessively in depth level of rural proofing that would consult everyone.

RCCE and other rural voices have been invited to participate in a "sounding board" group to ensure this exercise is carried out along the right tracks.

**6 block leads on LAA groups have been established:**

- Crime and Disorder Reduction Partnership (CDRP)
- 2012 Commission (Olympics)
- Sustainable Essex
- Community Well Being and Older People
- Children and Young People Strategic Partnership (CYSP)
- Greater Essex Prosperity Forum

*PM gave his apologies as he had to leave the meeting at this point.*

**8 A.O.B.**

**KE raised 2 items of interest:**

**Health Profiles.**

KE advised that the Essex Health Profiles had been published and Chelmsford had this data available for their area at parish level.

**Action**

KE to forward link to KM for circulation to CAG members

KE/KM

**More Essex Police:**

KE felt that ERP members should be making their voice heard for rural claims on a good number of the 300 policemen to be allocated to Essex to be put in rural communities.

**9 Date of next full Essex Rural Partnership Meeting**

The next full ERP Partnership meeting will be held on *24<sup>th</sup> October 2008, 9.30 am registration, meeting commences 10.00am- 1.15pm, Blackwater Sailing Club, Heybridge Basin followed by a buffet lunch*

**10 Date of next CAG group meeting**

Next meeting of the CAG/EconAG Group Joint meeting to be held on 13/08/08; venue RCCE Offices 10.30am coffee Meeting Commences 11.00am-3.30pm (Buffet lunch 1.00pm)

Next CAG Meeting Tuesday 14th October, RCCE Offices, Lunch 1.15pm Meeting Commences 2.00pm

**Meeting Concluded 1.00 pm**