

Burbank Forum

Tuesday 4 May 2010 at 9.30 am

Burbank Community Centre

A G E N D A

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|---|--------------------------|--------------|
| 1. Introductions & Apologies | | 9.30 |
| 2. Minutes of Previous Meeting – Tuesday 2 March 2010 | | 9.35 |
| 3. Matters Arising | | 9.40 |
| 4. Community Safety Update | | 9.50 |
| (i) Police Report | | |
| (ii) Neighbourhood Watch Report | | |
| 5. Resident Issues | | 10.00 |
| 6. ERS – Health Element Evaluation | Alex Jones | 10.10 |
| 7. Central Investment Framework (Crown Buildings Update) | Rob Smith | 10.20 |
| 8. Break | | 10.30 |
| 9. St Georges Day Update | Norma Morrish | 10.40 |
| 10. Health Audit Update | Rachel Short | 10.45 |
| 11. Update from Special Review Meeting – Tuesday 6 April 2010 | Tracey Herrington | 10.50 |
| 12. Resident Priorities Budget Report | Adele Wilson | 11.05 |
| (i) Publicity Commissioning Form | | |
| (ii) BURT Commissioning Form | | |
| (iii) Bridge Builders Commissioning Form | | |
| (iv) Artrium Arts Project Commissioning Form | | |
| 13. Any Other Business | | 11.25 |
| 14. Tuesday 1 June 2010 from 9.30 am in Burbank Community Centre | | 11.30 |



**Minutes of Burbank Forum
Tuesday 3 March 2010 at 9.30 am
Burbank Community Centre**

Present

Mike Gilbertson	Stranton Church (Chair)
Adele Wilson	Regeneration & Planning HBC
Mary Mostert	Marina Resident
Maurice Brazell	Business Liaison Manager HBC
William Morrish	Burbank Men's Group
Irene Cross	Neighbourhood Development Officer HBC
Norma Morrish	Burbank Co-op Shop
PCSO Mark Say	Cleveland Police
PCSO Graeme Handley	Cleveland Police
Tara Davison	NDC Community Development Worker
Tom Britcliffe	Planning Officer HBC
Sarah Bowman	Planning Officer HBC
Paul Nugent	One Voice, Three Rivers Rep
Andrew Thorn	BURT
Lynn McPartlin	Housing Hartlepool
Mick Thompson	Housing Hartlepool
Deborah Close	BURT
Peter Close	BURT
Jan Brough	Head Teacher Ward Jackson School
Angela Hall	Burbank Parents Forum
Clive Hall	BURT
Amanda Gibson	BURT
Ruth Stoddart	Burbank Co-op Shop

Apologies

Tracey Herrington	Community Network
Sue Skelton	Youth Service HBC
Clare Clark	HBC Neighbourhood Manager
Jean Kennedy	Resident Representative
Steve Lennon	Havelock Day Centre
Terry Kelly	Hartlepool MIND
Cllr Jane Shaw	HBC
Cllr Hargreaves	HBC
Cllr Robbie Payne	HBC

1. Welcome, Introductions and Apologies

Mike opened the meeting and thanked everyone for attending. A round of introductions followed and the apologies were noted as above.

2. Minutes of the Previous Meeting – Tuesday 5 January 2010

Actions

The minutes were agreed as a true record by the Forum.

3. Matters Arising

Mainsforth Terrace Crossing – On behalf of Clare Irene reported that this area will be revisited during the summer months to compare statistics.

MUGA Lighting Switching Off Times – On behalf of Sue Skelton Irene informed the Forum that Sue was happy to contact BURT and arrange to attend a future meeting.

Irene reported that due to problems with the locks at the MUGA these had been removed and would be replaced in due course.

Transport Champion User Group – Andrew reported that there had not been a meeting since the last Forum to feed in residents' concerns and suggestions about bus services in Burbank.

Recycling Bin Hilda Walk – Irene reported that there was no update regarding the request for a larger bin at this location, but would investigate the possibility of this.

Snow Plough Burbank Street – Clive explained that the query regarding snow ploughing was for Burbank Street and not the A689. Irene to investigate.

4. Ward Jackson School

Jan Brough presented the Forum with copies of the consultation document about Ward Jackson School becoming a Voluntary Aided School run by the Church of England. Jan explained that in 2008 through the primary capital programme Ward Jackson School had been identified for closure and during this period Stranton Church had expressed an interest of support for the school.

Jan explained that the consultation began on 19 February and would run for 6 weeks and that consultation had been carried out with pupils, parents, the LEA (Local Education Authority) and that the consultation will continue with agencies, local residents, staff, diocese of Durham and other schools in Hartlepool.

Paul asked about the name of the school. Jan explained that no decision about the name had been decided but through discussions Ward Jackson School would be retained within the name.

Jan requested a letter of recommendation from the Forum. The Forum agreed. Irene to compile the letter and Mary to sign on behalf of the Forum

5. Community Safety

(i) Police Report

PCSO Say tabled a police report for February 2009 and February 2010 which highlighted the following statistics.

Anti-Social Behaviour 11 reports for February 2010 compared to 19 reports for February 2009.

Crime 6 reports for February 2010 compared to 20 reports for February 2009.

Sue Skelton

Andrew

Irene

Irene

Irene

PCSO Say reported that the main complaint in Burbank is around the parking on Clark Street.

Andrew commented that as from 1 March new traffic restrictions would be implemented in Clark Street along with 20 mph speed restrictions. PCSO Handley commented that the new orders could only be enforced by HBC through signage and these are not yet in place. Irene agreed to investigate when the new signage would be installed.

Irene

(ii) Neighbourhood Watch Report

Clive expressed concern that Newhaven Court had not yet had any work done to improve the lighting and commented that this issue had been picked up by Colin Hopkins. Irene agreed to investigate progress and to invite Colin to the next Forum meeting.

Clive commented that the next Neighbourhood Watch meeting was 28 April at 9.30 am in the Burbank Community Centre.

Irene

Paul reported ASB at his property and asked if any funding was available for dusk till dawn lighting. PCSO Say agreed to speak with Colin Hopkins.

PCSO Say

5. Resident Issues

Peter explained that there had been mismanagement of funds within the BURT account and confirmed that all missing money had been returned and work was underway to put the accounts in order.

Norma requested access to a key for the display cabinet. Irene to have a second key cut for Burbank Centre caretaker to hold.

Irene

Norma announced that there will be a celebration event for St Georges Day on 23 April from 11.00 am – 2.00 pm and this will be publicised and open to all Burbank residents.

Norma asked when Fastnet Grove will be resurfaced. Irene explained that this is on the resurfacing programme for the new financial year.

Mary expressed concern about bus services being removed from the Marina during the Tall Ships. Andrew commented that this has not been confirmed as discussions are currently underway about this issue as during the event most central area roads will be closed. Andrew to update when this information is known.

Andrew

Amanda commented that the bus service on Burbank has been running late. Andrew commented that he is aware of this and will raise this at the next Transport Champion User Group.

Andrew

Clive asked about the internet service for the community centre. Irene confirmed that she had recently received an email from Sue Rybak and the relevant documentation had been drawn up for users to sign and a meeting could now be arranged.

Irene

Paul asked if the Terms of Reference could be sent out to Forum members and asked if there was a complaints procedure in place. Irene confirmed that there is a complaints form within the Terms of Reference which had been sent out in December, but would send again with the papers for the next Forum meeting.

Irene

Andrew advised that the BURT General Meeting on 10 March was cancelled.

6. Core Strategy Consultation

Tom commented that he had been asked to work with Burbank residents and put together a brief around the Bridge site and Clare will arrange a meeting in the future to start this piece of work.

Clare

Tom tabled a map of Hartlepool with areas highlighted for future development. Tom explained that in November 2009 the special strategy changed due to the proposed development for Headland Docks not going ahead and planners have had to look and identify sites for the following:

- 3500 houses – Wynyard, Villages (Elwick and Hart)
- New industry sites at Wynyard
- Land reserved for a Nuclear Power Station (that decision will come from Central Government)
- New waste industries towards Graythrope

Andrew commented that there is land at the end of Burbank Street which planning permission has lapsed for and this was not identified on the map. Tom explained that under a 5 year plan these sites are factored in and would be reviewed. If planning permission has lapsed as the use of this land has been previously agreed for housing another application would be considered.

Amanda asked about the smell in the air and Norma agreed and asked if anything can be done to stop it. Tom explained that this is from NIROMAX and is due to be capped however, a meeting had been held with the Mayor and other partners and an update on progress may be available. Adele agreed to speak with Richard Teece.

Adele

Maurice advised that the Environment Agency are currently investigating 3 sites on Longhill for smells, illegal burning and dust and Easyskips were fined last year £250,000 and ordered to remove their waste and this is ongoing.

Mary explained that she had attended a meeting and a new railway station was discussed for Queens Meadow. Tom explained that he was unaware of this proposal and that the site was not on the map.

Paul asked what are the benefits to Burbank residents through the core strategy. Tom explained that it is what the local impact may have but no strategic change for Burbank.

Paul asked why housing had not been considered on the plan. Tom explained that housing will be considered at any time and highlighted within the document 2,100 house sites currently identified with planning applications but not included within the map.

Norma asked about Crown House and what is happening with the building. Adele agreed to investigate and update at the next Forum.

Mike asked if there were any more plans for demolition in Hartlepool. Tom explained that HBC are looking at other sites and Housing Hartlepool are currently demolishing Easington Road

Adele

7. Funding Update

Adele explained about the WNF underspend from 2008/09 which amounts to £2,918 and

would need to be spent or ringfenced by March 2010.

A commissioning form had been put together on a proposed project to extend the post of the Community Development Trainee at a cost to the Forum of **£2,895** and this would offer additional support to Burbank.

A discussion followed on the commissioning process and how the Forum had been informed about the underspend. Adele explained that this was unfortunate due to the short notice of the underspend being identified as some projects do run over the financial year and it is difficult to monitor but interim reports and quarterly monitoring could be done.

Paul requested that should projects submitted to the Forum for consideration be an extension to an existing project, that a report with supporting information on the projects progress to date should be included.

Paul asked the Forum if any projects or groups needed any financial assistance before March 2010. None came forward

Mike asked the Forum to vote on the proposal – **5 for, 3 against, 1 abstention**

8. Special Review Meeting of the Forum

Irene explained that due to having some difficulty in arranging the special review meeting for the 16 March and as it was important for all partners to attend it was proposed to hold the review meeting on 6 April.

A discussion followed around this issue and that the prioritisation exercise for the next financial year was not complete.

The Forum agreed to hold the meeting on Tuesday 16 March to complete the prioritisation exercise from 9.30 am and for the Special Review Meeting to take place on Tuesday 6 April with a request to include resident issues on the agenda.

9. Any Other Business

Mick advised that there is a Communities and Local Government Anti Social Behaviour Event being held at Sedgefield Racecourse on 19 March and if anyone would like to attend he could help with transport.

Mike commented that all Forum members would have received a letter that reiterated the Code of Conduct within meetings.

10. Date & Time of Next Meeting

Special Review Meeting of the Forum on Tuesday 6 April 2010 at 9.30 am – 1.00 pm in the Burbank Community Centre with a light lunch served at 12.30 pm.

BURBANK NEIGHBOURHOOD FORUM

April 2010 (09/10 Outturn)

Report of: ADELE WILSON, HBC REGENERATION TEAM

Subject: RESIDENTS PRIORITIES BUDGET 2009 -
2010

1 PURPOSE OF REPORT

To update the Forum on the current position of the Residents Priorities Budget for 2009/10 and to consider potential schemes for funding.

2 CURRENT POSITION

Total allocation 2009 / 2010:	£18,000
Underspend from 2008 / 2009	£2,836
WNF target (Jobs and Economy/Lifelong Learning and Skills): 50%	£10,418

3 APPROVED SCHEMES

Project	Approved	Actual
Burbank Food Co-op Shop Worker Extension	£7,596.77	£7,596.77
BURT Activity Programme	£2,000	£2,000
Bridge Builders	£940	£792
CCTV – Ward Jackson Primary School	£1,200	£1,200
Artrium Craft Sessions	£890	£890
Christmas Tree Project	£1,950	£1,950
Youth Forum – Ice Rink Seasonal Activity	£1,000	£1,000
CCTV – St Joseph’s RC Primary School	£1,600	£1,600
Burbank Media Group - Newsletter	£341.46	£250
Security Lighting - St Joseph’s RC Primary School	£400	£400
Community Development Trainee	£2895.10	£2895.10
TOTAL	£20,813.33	£20,573.87

4 PROPOSED SCHEMES FOR 10/11

Project	Amount ringfenced
CCTV Maintenance	£300.00
TOTAL	£300.00

5 SUMMARY

Total fund available	£20,836
Total fund committed	£20,813.33
Total fund spent	£20,573.87

Total remaining*	£262.13
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*Variation on projects: £239.46. Underspend: £22.67

BURBANK NEIGHBOURHOOD FORUM

April 2010 (09/10 Outturn)

Report of: ADELE WILSON, HBC REGENERATION TEAM

Subject: NEIGHBOURHOOD ELEMENT FUNDING 2009
- 2010

1 PURPOSE OF REPORT

To update the Forum on the current position of the Neighbourhood Element Funding for 2009 / 2010 and to consider potential schemes for funding.

2 CURRENT POSITION

Total allocation 2009 / 2010 **£20,000**
Underspend from 2008 / 2009: **£2,136.95**

3 APPROVED SCHEMES

Project	Amount approved
Burbank Men's Club (Running Costs / Activities)	£2,030
Complimentary Therapies	£995
Exercise Classes	£2,800
Burbank Street Back Alley Project	£444.92
Football Development Project	£2,500
Hartlepool MIND – Asthma Project	£344
Health Audit	£13,000
TOTAL	<u>£22,113.92</u>

4. SUMMARY

Total fund available	£22,136.95
Total fund committed	£22,113.92
Total fund remaining	£23.03