



**Downham Assembly
Wednesday 4 July 2012
7.00pm- 9.00pm
HAKA Sports Complex Knights Academy
BR1 5EB**

Meeting minutes

Introduction

Jason Fleming thanked everyone for coming along and gave apologies that the ward Councillors were unable to attend. Cllr Fletcher's was unable to attend due to a personal matter, Cllrs Brooks had a prior engagement and Cllr Clutten was coming to the end of her maternity leave. Jason then introduced the first item on the agenda.

Downham Assembly Fund

Tonight is the launch of the Downham and Whitefoot Local Assembly Fund for 2012/13. This year there is a total of £18,750 available to each of the wards to deliver projects which will work towards addressing the five ward priorities and one or more actions within the action plan.

The funding has been split this year to allow opportunity for newly formed groups to apply for funding as well as established groups and organizations working with the wards.

The funding will be allocated as outlined below:

- 2 projects to be capped at £4,000
- 4 amounts of up to £500 seed funding for first time projects
- Remaining projects will be capped at £2,000

The Assembly will choose one of the successful £500 projects to follow from start to finish. This project will provide regular updates at assembly meetings, where the assembly can offer advice as well as help the project in its development.

All applications are to be submitted no later than Monday 10 September 2012, 12pm. A vote will take place at the following assembly meeting in the winter.

There has also been a change within the criteria should your group, organisation receive funding. The coordinating group felt that project providers should take a more active role within assembly meetings and that this should be ongoing throughout the year, and not just when there is a voting event. Please see the requirement below.

- All applicants who receive funding shall be required to attend at least two out of three assembly meetings and bring along 2 / 3 service users or members of their group or organisation to those meetings.**

SNT (update) presentation

PCSO Anthony K Appiah gave a presentation on Immobilise which is the UK National Property Register.

For the full presentation please see the attached document.

DNP - Delicious Nutritious

Ruth Webber (Downham Nutrition Partnership) and Ros Spinks came along to discuss healthy eating with the assembly. Ruth spoke about the work that the Downham Nutrition Partnership does within the ward and how the assembly fund has allowed them to work within the community to promote healthy eating.

Ruth asked the assembly some questions about the assembly knew on healthy eating and then invited people to create their own fruit kebab as well as sample some of their healthy couscous.

The cook and eat session are still ongoing and are being delivered through Nutritious Delicious.

Community Education Lewisham

Therese Bush (Partnership and Business Development Manager) came along to talk to the assembly about Community Education Lewisham and the funding bid which they have applied for. Should they be successful then CEL shall look to conduct further consultation with local residents to establish their needs and what they would like to see in the way of adult education delivered locally.

There was one question from the assembly, please see below.

- Q. Are there concessions for disabled people to help them to access classes?**

- A. Funding is under pressure and classes are already subsidized by government costing just £4 per hour. Not everybody can afford this but its not possible to reduce costs any further in the current climate.**

For the full presentation please see the attached document.

North Downham Training Project

Lewis Herlitz (North Downham Training Project Manager) came along to speak with the assembly on what they deliver locally.

The aim of NDTP's 'Main Training Programme' is to prioritise places for local socially and economically inactive Downham residents on training and support leading to further learning, volunteering, employment and active citizenship. Downham residents will be able to join from one to a cluster of activities from the programme outlined below, signing up for other activities as their interest and confidence increases.

Knights Academy Adult Education

Jason read through the presentation provided by Neil Bailey (Assistant Principle) who unfortunately was unable to attend the assembly.

There was one question from the assembly, please see below.

- Q. Are the courses available to the general public living within the ward of Downham?**

Jason said that he would find this out from Neil and publish them within the minutes.

- A. Presently they are open only to Parent / Carers of Knights students.**

Community First Funding Update

Debra Viller from DCEG (Downham Community Engagement Group) Provided the assembly with an update as to the Community First Funding and how the programme is going. Debra explained that they are awaiting the funding to be released once CDF (Community Development Foundation) have received some final information from each of the project providers.

The projects are as follows:

- **Inter-agency – to provide administrative support for the Downham inter-agency.**
- **North Downham Training Project – project to consult and train NEETS (Not in Education Employment or Training)**
- **Downham Celebrates - funding to help deliver the events taking place within Downham such as the Downham Celebrates Festival, the Winter Festival and carol service.**
- **BME (Black and Minority Ethnic) consultation – to establish the needs within the BME community living in Downham with an aim to support any finding through future Community Fist Funding.**

Debra said that she would be happy to come back to future meetings and continue to provide updates on how the programme is going and have they are archiving.

Next meeting, thank you and close

Jason thanked everyone for coming along and said that the next meeting will not be until November 2012 where we will be having a voting event to allocate the 2012/13 Assembly Fund. Date and venue to be confirmed.

No declarations of interest were made at the meeting