

Durham Area Action Partnership Minutes of the Annual General Meeting and Board Meeting
Tuesday 16 April 2024
Durham Police Headquarters, Aykley Heads, Durham, DH1 5TT

Board Members

Attendance: Rebecca Ashby, Maureen Boettcher, Paul Lysaght, Cllr Bill Kellett, Gary Tough, Chris Tindale, Jen Straughan-Hawley, Dave Clarke, Hannah Shepherd, Gary Tidbury, Sam Humble, Cllr Eric Mavin, Sarah Burns, Cllr Liz Brown

AAP Officer

Attendance: Craig Morgan – AAP Co-ordinator
Wendy Lavelle – Community Development Project Officer
Lyndsey Hunter – Community Development Project Officer
Marie Ainscough – AAP Support Officer

Apologies Board: Cllr Lesley Mavin, Cllr Richard Ormerod, Lee Alexander, Victoria Ashfield, Paul Howard, Colin Stephenson, Dan Lonsdale, Cllr Lucy Hovvels, Georgia Donohue

Forum Members: 10 forum members attended the meeting.

PART 1 – ANNUAL GENERAL MEETING

1 Welcome, Introductions and Apologies

Jen Straughan-Hawley (Chair) welcomed everyone to the Durham AAP Annual General Meeting and Board Meeting and a round of introductions followed.

The Chair thanked Dave Clarke, Police representative on the Board for hosting the meeting in the Durham Police Headquarters. A tour of the building was available for those interested.

Apologies for absence, [as above].

2 Presentation: 2023/24 Annual Report

Craig delivered a presentation on the Durham AAP Annual Report for 2023/24.

The Durham AAP Annual Report for 2023/24 was accepted by the Board and will be uploaded onto the Durham AAP webpage.

3 Confirmation of Chair, Vice Chairs and Task Group Chair

The AAP Co-ordinator outlined the process that had been followed in electing the Chair and Vice Chairs for the Area Action Partnership. The following

nominations for the position of Vice Chair from the three categories are as follows. Previous Vice Chairs were eligible to stand.

- Vice Chair (Partners) – to be filled.
- Vice Chair (Public) – Jen Straughan-Hawley
- Vice Chair (Cllrs) – Cllr Lesley Mavin
- It was the Cllrs third of the Board's turn to take the position of Chair for 2024/25 and Cllr Lesley Mavin was appointed as Chair of Durham AAP. Cllr Liz Brown agreed to deputise for Cllr Mavin if she was not available.

Chris Tindale was happy to continue to take on the role of Chair of the Healthy and Resilient Communities Task Group.

The Board agreed to these appointments.

4 Comments from the Outgoing Chair

Jen Straughan-Hawley said she was honoured to take on the role of Chair during 2023-24. She thanked the AAP team for their hard work and Board members for their support.

PART 2 – BOARD MEETING

5 Welcome from the Chair

In the absence of the newly appointed Chair, Jen Straughan-Hawley continued to chair the meeting.

6 Minutes of the previous meeting & Matters Arising Minutes of meeting held on 30 January 2024

The Chair reviewed the previous minutes for matters arising, actions and accuracy.

The minutes of the meeting held on 30 January 2024 were agreed as a true and accurate record.

Matters Arising

Climate Fresk – there had been very little interest from Board members for a bespoke session to be arranged. If Board members are interested then they may be able to join in with other sessions that have been organised.

Dr Anne Allen had delivered a presentation on the World Heritage Site. A wider community meeting had been held, attendance was low, however; the quality of conversation was very good and those present gave positive feedback on the session.

Information on the AAP priorities and funding for 2024-25 had been circulated.

7 Neighbourhood Question

One neighbourhood question had been submitted –

“Does the Chief Crime Commissioner hold any open surgeries for Durham residents and if so where can information about them be found?”

Response

The PCC doesn't hold open surgeries but does attend various events throughout the year to engage with the public. Planning of attendance at 2024 events is still underway but once details have been confirmed they can be found on the PCC website [Public Meetings | Durham Police & Crime Commissioner \(durham-pcc.gov.uk\)](https://www.durham-pcc.gov.uk/public-meetings)

[Gary Tough, the fire representative on the Board left the meeting due to being called out to an incident]

8 Project Update Monitoring Report Quarter 4 23/24 (January to March 2024)

Craig delivered a presentation on the Quarter 4 project progress report for the period 1 January 2024 – 31 March 2024. Durham AAP is required to monitor all area budget and towns and villages fund projects it had funded on a quarterly basis and at their completion by the AAP funding team. Neighbourhood budget projects over £10,000 are also monitored.

A comprehensive report on all projects currently being monitored had previously been circulated to Board members for information. If anyone would like a paper copy of the report, they were asked to let Marie Ainscough know.

9 AAP Funding Update

An update on the current funding position had been included in the papers.

Durham AAP had £110,000 of Area Budget to allocate this financial year; this was made up of £80,000 Revenue and £30,000 Capital. There were 8 applications being considered which would leave £19,393 left to allocate if all 8 projects were approved (see item 10 below).

Durham AAP also had £10,000 of Big Arts Mental Health Funding to allocate in 2024-25. Durham Area Youth had applied for £2,500 (see item 10 below).

10 Task Group Updates – Healthy and Resilient Communities Applications to consider.

Board members had received a copy of the applications prior to the meeting and were provided with a summary on each project after which the meeting was opened for discussion.

- Framwellgate Moor Youth and Community Centre heating system

An application had been received for £5,000 towards a total project cost of £112,922.26.

A query was raised in relation to whether the applicant had applied for BIFFA funding. It was clarified that Biffa needed to see other match funding.

The Board was happy to support this project and it was approved.

- Durham Gymnastics Club disabled toilet

An application had been received for £10,000 towards a total project cost of £53,988.

The Board was happy to support this project and it was approved.

- Durham Area Youth creative arts project

An application had been received for £14,612 (Area Budget), £2,500 (Durham AAP Big Arts Fund) and £3,574 (Neighbourhood Budget).

The Board was happy to support this project and it was approved.

- MK Youth Sports

An application had been received for £12,660 towards a total project cost of £18,980.

The Board was happy to support this project and it was approved.

- Durham Palatinates Netball Club

An application had been received for £7,096.49 towards a total project cost of £16,098.89.

There was some concern about this not being a clearcut application and Board members requested that it be brought back to the next Healthy and Resilient task group meeting with a more detailed explanation on the project costs. An element of the funding would be to support the volunteer coaches and they felt further information on this was required before a decision could be made.

- Waddington Street Centre Co-Production Worker

An application had been received for £17,914 towards a total project cost of £42,106.

A question was raised in relation to what the management fee was for, and discussion ensued around the changes to employment law which

came into effect at the beginning of April 2024. Craig agreed to raise this with the AAP funding team and make the applicant aware of this also.

The project was agreed in principle subject to discussion with the AAP funding team and the applicant.

- RT Projects support costs

An application had been received for £14,824.47 towards a total project cost of £19,765.96.

The project was agreed in principle subject to discussion with the AAP funding team and the applicant following the changes to employment law which came into effect at the beginning of April 2024.

[Paul Lysaght was asked to leave the meeting prior to Board members discussing the following application]

- Go the Distance support costs

An application had been received for £8,500 towards a total project cost of £10,000.

It was highlighted that the applicant was coming back to the AAP for further funding but it was recognised that the AAP had asked the organisation to look at its procedures and planning and that this application was one the back of that review. It was suggested that the AAP needs to follow this through and support the application.

Questions were raised in relation to holiday pay, salary costs etc. and these will be followed up with the applicant.

The application was agreed in principle, subject to a satisfactory response from the applicant.

[Paul Lysaght rejoined the meeting]

11 Budget Updates

Neighbourhood Budgets

The following neighbourhood budget projects were shared with the Board -

Name of Scheme: Belmont Moorfield Park Replacement Fencing

Councillor(s): Christine Fletcher

Interest Declared: Yes, Belmont Parish Councillor

Amount: £1,450.00

Name of Scheme: As life changes, lets improve young people's life chances

Councillor(s): Eric Mavin / Lesley Mavin / Christine Fletcher

Interest Declared: Yes, Cllr Fletcher is on the Board of Trustees and is the Vice Chair of DAY who is delivering the project. She is also a Governor at the school.

Amount: £3,000.00

Name of Scheme: Repairs to Central Heating Sherburn

Councillor(s): Bill Kellett

Interest Declared: No

Amount: £4,348.00

Name of Scheme: St Marys Church Driveway Lighting

Councillor(s): Bill Kellett / David Hall

Interest Declared: No

Amount: £2,700.00

Name of Scheme: Sherburn Bowls Equipment

Councillor(s): Bill Kellett

Interest Declared: No

Amount: £1,558.00

Name of Scheme: DAY Creatives

Councillor(s): David Hall

Interest Declared: Yes, Cllr Hall is a Trustee of DAY

Amount: £3,574.00

Name of Scheme: Alington House Lift Replacement

Councillor(s): David Freeman / Richard Ormerod

Interest Declared: No

Amount: £4,000.00

The Board was happy for the projects to go ahead and the interest as declared.

[Fun and Food \(Holiday Activities with Health Food\)](#)

We received 3 fun and food applications for Easter 2024; compared to previous holiday periods this was a low return due to changes around free school meal places. The fun and food team will be carrying out a review within the next few weeks. Durham AAP will be working with the applicants; Durham University, Go the Distance and Laurel Avenue Community Centre. It was highlighted that there had been problems booking the sessions and that because of the booking system children from outside of the AAP area were able to benefit from schemes supported with Durham AAP funding.

12 Coordinators / Chairs Update

Coordinator's Update

A lot of work had been taken up working on the Area Budget and Neighbourhood Budget applications.

Meeting had taken place in relation to the World Heritage Site.

Craig had been involved in the refresh of the Economic Vision for Durham City and suggested it would be good to get the people leading on this to a future Board meeting.

Craig and Paul Lysaght had attended the County Durham Youth Work conference.

Craig and Cllr Eric Mavin had attended DAY awards ceremony.

Craig is involved in the Durham University Community Engagement Taskforce and discussions around young people and anti-social behaviour.

Chair's Update

Had visited St Margarets Centre with the AAP team and Victoria Ashfield.

13 Partner Updates

Sam Humble – Believe Housing

Durham continues to have a healthy housing register and lists remain very high. The lighter nights bring with it issues particularly bike crime, quad bikes and are working closely with the police in relation to this. They were also doing work around tenancy fraud.

Hannah Shepherd – Durham University

Doing a joint piece of work with Durham County Council on data analysis. Working on the maintenance of properties and over Easter had been working on the historic memorandum of understanding with Durham County Council.

Sarah Burns – NHS Update

It had been announced that Durham is one of seven local authorities who were being assessed by CQC and they will be on site w/c 20th May. There is a national requirement to reduce running costs by 30% and a result Colin Stephenson (AAP Health Rep) has changed roles and area . The NHS remains very pressured.

Dave Clarke - Police Update

Consultation on the Public Space Protection Order will be going out on 7th May. Leaflets had been distributed.

A forum member highlighted that the Statement of the Licensing Policy consultation was live.

All consultations can be found on the Durham County Council website <https://www.durham.gov.uk/consultation>

14 Any other Business

Sheela Bell, our VCS representative had moved on and there was currently a vacancy on the Board.

15 Date and time of next meeting

- Tuesday 21 May, 6.00 pm. Online Meeting
- Thursday 4 July, 6.00 pm. Venue to be confirmed.
- Thursday 26 September, 6.00 pm. Online Meeting
- Wednesday 20 November, 6.00 pm. Venue to be confirmed.

Everyone was thanked for their attendance and the meeting closed.