



## **Minutes of the Bishop Auckland and Shildon Area Action Partnership Board Meeting**

**Thursday 11 July 2024**

**Civic Hall, Shildon**

### **Present**

#### **Partner Representative**

Deborah Richardson (DR) - Community and Voluntary Sector Representative  
Rachel Edmunds (RE) – Believe Housing – Chair  
Insp Mark Edwards (ME) - Durham Constabulary  
Mark Jackson (MJ) – Durham County Council

#### **Public Representative**

Peter Quinn (PQ)

#### **Elected Members**

Cllr Shirley Quinn (SQ) – Vice Chair  
Cllr Charlie Kay (CK)  
Cllr Joanne Howey (JH)  
Cllr George Smith (GS)  
Cllr Mike Harker (MH) – Town and Parish Council Representative

#### **Presenters**

Sarah Welsh (SW) – Strategic Manager Customer Relations

#### **Officers**

Peter Garrod (PG) – AAP Co-ordinator  
Sheilah Metcalfe (SM) - AAP Community Development Project Officer  
William Lightburn (WB) - AAP Community Development Project Officer  
Emma Walton (EW) - AAP Support Officer

#### **Apologies**

Bernadette Crook (BC) – Public Representative

Cllr Cathy Hunt (CH) – Elected Member  
Nicola Craddock (NC) – Public Representative  
Tony Bird (TB) - Vice Chair  
Cllr Samantha Townsend (ST)  
James Middleton (JM)

## **Public / Other Attendees – 6**

### **Bishop Auckland and Shildon Area Action Partnership Board Meeting**

#### **A1. Introduction and apologies**

Introductions and apologies were made.

Please see page 1 & 2 for attendees and apologies.

RE informed the Board Kirstie Hutchinson, Public Representative, has resigned from the Board. RE thanked Kirstie for her time on the BASH Board.

#### **A2. Agreement of minutes and matters arising from previous meeting held 23 May 2024**

The Board **AGREED** the minutes as a true and accurate record of the meeting.

#### **A3. Declaring an Interest**

There were no declarations of interest.

#### **A4. Local Neighbourhood Issues**

- **Customer Access Points consultation**

Board Members received a presentation from Sarah Welsh (SW) – Strategic Manager Customer Relations, Durham County Council on the Customer Access Points review. SW gave the background to the consultation and highlighted the demand for CAPs across the County. Over the last 6 months (data to 31 March 24) around 52% of available appointment slots go unused across the whole CAP estate. In Crook and Spennymoor CAPs the unused appointment slots are around 63%. SW reported that the aim is to develop a more responsive offer which delivers customer service support to the places it is most needed and reduces the time spent in the current locations to better reflect the demand.

The deadline for feedback is 5.00pm, Sunday 28 July 2024. SW stated analysis of the feedback will be carried out in August and September 2024. The decision-making report will be scheduled to be presented to Cabinet by December 2024.

Board and Forum members were encouraged to respond to the consultation. Further details in relation to the consultation are available via the website: [www.durham.gov.uk/consultation](http://www.durham.gov.uk/consultation)

The Board made the following comments:

SQ asked how the face-to-face appointments are promoted. SW stated the offer has been available since the unitary authority was established. The appointments are promoted on the Durham County Council website. Further promotion took place, after the pandemic once council buildings were reopened.

SQ suggested promoting the appointments available to the town and parish councils. SW confirmed that she will be attending upcoming town and parish council meetings.

JH suggested providing the services in more accessible areas for example Bishop Auckland Town Hall and any appropriate community buildings in the BASH AAP area. SW welcomed this comment and urged Board and Forum members to feed this and any points into the consultation process.

MH asked will there be a review of the transport services. SW stated the current customer access points are located historically. The process of the consultation exercise is to consider the demand for services in the current areas and any gaps in provision.

PQ highlighted the issue of accessibility of public transport when travelling to Crook and Spennymoor customer access points. A discussion took place highlighting transport issues across the BASH area in accessing the appointments in Crook and Spennymoor especially for elderly residents.

SQ suggested linking with Durham Key options to enhance the service that customer access points can offer.

RE thanked SW for the presentation.

- **Community Engagement Review – Local Network Boundary Consultation**

Board Members received a presentation from Peter Garrod, AAP Coordinator, Durham County Council on the Local Network Boundary consultation. PG gave the background to the consultation and gave an overview of the new Community Engagement model to transition from AAP's to Local Networks (LN). PG reported that throughout the Community Engagement Review there has been a commitment by Cabinet to realign proposed LN boundaries with the revised electoral divisions. PG highlighted the aim of the proposed LN

boundaries and the contribution the proposal will make towards MTFP savings.

PG reported that the number of electoral divisions will reduce from 63 to 51 and the number of county councillors reduce from 126 to 98 in May 2025.

Board and Forum members were encouraged to respond to the consultation. The deadline for comments is 5pm on the 18 August 2024. Further details in relation to the consultation are available via the website:  
[www.durham.gov.uk/consultation](http://www.durham.gov.uk/consultation)

The Board made the following comments:

SQ asked if Teesdale AAP's have a representative from Etherley on their Board and asked if they would be interested in being involved in the Local Networks B (LN). PG stated that when AAP's transition to LN there will be an opportunity for those residents, from the new areas, to become involved as community representatives.

SQ stated that when BASH AAP transitions to LN B there will be a decrease in the number of councillors and asked will this result in a reduction in LN B funding. PG stated that AAPs have been realigned to Economic Development. These changes have been made with the aim to provide an opportunity to make wider use of the resources available whilst tackling local issues. PG confirmed that there is still a commitment for Area Budget however the funding allocation, to each LN, has yet to be confirmed.

PG confirmed that as a service area we have made a £500k contribution towards MTFP savings. MH asked what would the percentage saved be towards the £500k MTFP saving contribution?

MJ reported savings are being made across the Council towards the MTFP, however it is currently too early in the process to know the percentage of savings made across each service area.

SQ stated that each County Councillor has a role in promoting the funding and opportunities available through Local Networks.

**ACTION** – BASH team to circulate the links to the consultation to Board members.

A copy of the presentations is available by contacting a member of the BASH AAP Team on [bishopshildonaap@durham.gov.uk](mailto:bishopshildonaap@durham.gov.uk) or 03000 268663.

RE thanked PG for the presentation.

## **A5. Priorities and Action Plans**

➤ **Area Budget – Thriving Communities**

PG reported that the funding panel have met and agreed the priority of 'Thriving Communities' and the key themes for the brief. The brief was circulated to the Board and agreed. Following the approval of the brief and the agreement to put out a call for projects, there were 33 applications requested, and 23 applications received. Applications were submitted from a wide range of organisations. The funding requests totaled in excess of the Area Budget funding available.

Each application received, with the support of the AAP team, will be assessed and considered by the funding panel. Due to the pre-election publicity period for the General Elections the panel meeting has been rescheduled to take place on 16 July 2024, 1.30pm at Green Lane, Spennymoor. The aim will be for the panel to reach a consensus based on a traffic light approach on projects. The panel will make recommendations on which projects to support, and these will then be presented at the September Board meeting.

PG stated that if any Board members would like to support the funding panel, they are to inform a member of the BASH AAP team. PG requested that those panel members that are unable to attend the meeting submit their comments on applications prior to the panel meeting. These comments will be fed into the meeting as part of the appraisal process.

➤ **Holiday Activities with Healthy Food**

The Board were provided with Holiday Activities with Healthy Food report. A copy of the report was circulated, in advance of the meeting, with the Board papers.

WL gave a brief overview of the report and highlighted the main areas of interest.

WL reported that DfE funding of £99,562 is available to the AAP to allocate across the Easter, Summer, and Christmas 2024 holiday periods. Additional funding has been secured from DCC UK Shared Prosperity funding of £49,371 to support the Summer and Christmas holiday delivery. This additional funding aims to support those young people not eligible for free school meals but who have been identified as having other vulnerabilities.

The last round of funding was for the Summer holidays. Following a call for projects each application was assessed and considered by the funding panel which agreed 10 applications. The following projects were supported:

- STARS Community Learning CIC - STARS Adventurers
- King James - Multi Sports Coaching Course with AJ Sports at King James I Academy

- Shildon AFC CIC - Summer Holidays - Football, Fun & Food programme
- Wear Rivers Trust - Wear Rivers Trust Holiday Provision
- OASES - Forest Fun
- Timothy Hackworth School -HAF Summer holidays 2024
- Jubilee Fields Community Association - Shildon Summer of Fun
- Angel Trust - Fun and Food 2024 – Angel Trust
- Eldon Community Partnership- Eldon Summer Camp
- West Auckland FC - Football, Fun and Food at West

£84,189.53, DfE funding, was allocated to the Easter and Summer period leaving a balance of £15,372.47 available for the 2024 Christmas holidays period. In addition, £29,035.42, DCC UK Shared Prosperity funding, was allocated to the Summer holiday period leaving a remaining balance of £20,355.58 for the Christmas holidays.

PG reported that as part of the monitoring the HAHF team arrange visits to projects that are delivering in school holidays. If any Board members would like to be involved in the visits are to inform a member of the BASH team.

The Board noted the content of the report.

#### ➤ **Neighbourhood Budget**

The Neighbourhood Budget report was circulated, in advance of the meeting, with the Board papers.

WL discussed the report and highlighted that the following Neighbourhood Budget application is for information only.

- **Dug Outs at King James I Academy - King James I Academy  
Total Project Cost: £3,697.97  
NB Allocation: £2,500 (£1,250 each from Cllr's Andrew Jackson and Sam Zair)**

There were no comments received from the Board.

The Board were supportive of the project.

The project is subject to a full application and satisfactory project appraisal.

The Board noted the content of the report.

## **A9. Coordinators Update**

### **➤ F & P Scotto Charitable Trust**

PG provided a brief overview of the work that has taken place with the F & P Charitable Scotto Trust. PG reported that a meeting has taken place with the Trustee who reviewed the projects put forward and is currently liaising with other trustees to agree which projects will be supported. Any feedback will be presented at a future Board meeting.

SQ reported that the 'Here We Are Again' event that received funding from the F & P Scotto Charitable Trust. SQ stated the event took place last week and was very well attended.

### **• Big Arts Funding**

PG reminded the Board at the last meeting the Board approved Big Arts Funding, to support Daisy Arts – Championing Identity. The application has been forwarded to the DCC Funding Team for full technical appraisal and an offer letter is due imminently. Daisy Arts will be invited to a future Board meeting to provide an update on the funding received.

### **• Public Rep Recruitment**

PG stated due to the resignation of Kirstie Hutchinson there will be a public representative vacancy on the Board. A recruitment process will take place in due course.

Board members were encouraged to promote the public rep vacancy through their networks. Further details in relation to the vacancy are available by contacting a member of the BASH team.

## **A10. Countywide Partner Issues**

### **➤ Police / PACT Update**

Insp Mark Edwards gave an update on the main priority issues for the BASH AAP area.

- Issues regarding the 101 service were highlighted. ME reported that MyDurham Portal is new software technology that has been developed by the Force, to be launched in the next couple of weeks, that will allow for victims of crime to speak directly to the investigating Officer handling their case. This will allow victims of crime to check the status

of the investigation, receive updates as their case progresses and message the Officer in Charge (OIC) of the case. A benefit will be to reduce demand on the Force Control Room by encouraging people to use the portal for updates, ask questions or provide information, instead of calling 101, which will allow staff within the Control Room to focus more on 999 calls.

- The issue of police staffing was raised. 3 new PSCO's have been recruited. Recruitment for further PSCO's continues to take place. By the end of the year, it is hoped that the neighbourhood policing teams will be at full capacity in both Bishop and Shildon.
- A new PACT meeting has been established in the Etherley Dene area.
- A robbery in Shildon has taken place and an arrest has been made.
- JH highlighted the issues of damage and criminal offences committed by the GRT community whilst travelling to Appleby. ME stated that work is taking place with partner organisations to address this issue.
- A forum member raised issues of criminal damage at Bishop Auckland Town.

➤ **Fire Service Update**

Due to the absence of Colin Davis there will be no fire service update.

**A11. Date / Time / Venue for next Board Meeting**

PG reported that at the next Board meeting there will be a presentation on the Welfare Rights, Welfare Benefit and Debt management Information, Advice and Guidance Consultation as well as the recommendation of approval of Area Budget. RE stressed the importance of Board members attendance at this meeting.

RE thanked Board and Forum members for attending the meeting.

**Board** - Thursday 19 September 2024, 4pm, Bishop Auckland Football Club