

‘ONE NORBITON, WORKING TOGETHER’

Meeting Title:	Community Working Group	
Date and Time:	6pm on 12 th November 2014	
Venue Address:	QUEEN MARY’S HALL	
Present	Dr Mike D’Souza [Chair] Jill Preston [Secretary] E. Naylor, A. White, T. Lloyd, P. Hutchinson, H. Hall, E. Kennedy, L. Cottingham, S. Griffin, D. Ryder-Mills, B. Brisbane. M. Todd	
Apologies:	C. Clarke, C. Coke, H. Terry, R> Laher, J. Farrier	

DRAFT MINUTES

Item		Appendix
1	<p><u>WELCOME AND INTRODUCTIONS</u></p> <p>The Chair welcomed everyone and introduced newcomers</p>	
2	<p><u>MINUTES OF 13th OCTOBER 2014</u></p> <p>These were unanimously agreed</p>	1
3.	<p><u>MATTERS ARISING (NOT COVERED ELSEWHERE)</u></p> <p>a) Duke Tavern feedback – The Chair reported that this was in response to the revised application which asks for a basement to be included in the plans to accommodate Euro- Car. CRest, CRERA and One Norbiton have all submitted objections to this. The RBK committee responsible is scheduled to meet in December.</p>	
4.	<p><u>ACCOUNTS</u></p> <p>Open debate on financial situation and procedures – The Chair handed over to JP who has been handling the accounts. She reported that Mike’s brother, Paul D’Souza has kindly spent time helping to formulate an accounting protocol. A draft set of accounts for the year ended 31st October 2013 was submitted for approval. These will be registered at Companies House..</p> <p>After a great deal of discussion with him JP reported that he had offered to set up a system which would allow monthly reporting against budget, income and expenditure. This would be recorded by each budget code – such as Community Shop, Task Force and other projects. This was discussed at length and it was agreed that the system proposed</p>	

	<p>would meet the reporting needs of One Norbiton. It was agreed that the finer detail be left to JP, who would be the person who is tasked with generating the accounts.</p> <p>The CWG proposed a vote of thanks To Paul D'Souza for his help and advice.</p> <p>The Chair reported that he has been in discussion with Robert Markless about auditing our accounts. He runs a service which offers a report stating that the accounts have been reviewed and are acceptable at a cost of £150. It was agreed that this be recommended to the Director's for approval at the next meeting. M. T will also look in to the possibility of one of the local businesses offering this service 'pro-bono'</p>	
5.	<p><u>OLDER PEOPLE PROJECT</u></p> <p>HH spoke to the document that had been previously circulated about this – a proposal for funding from the Community Development Foundation to offer help and support to older residents in bad weather. The Chair invited comments.</p> <p>EN stated that he was concerned that the proposed set up would fit with the services already running by RBK and other agencies. He also felt that this was a project that should include other volunteers than Norbiteens who may not be able to deal with situations that might arise on their own. This was agreed. It was also agreed that HH will convene a meeting inviting all other agencies that have input to discuss a plan of action.</p>	
6.	<p><u>NORBITEENS</u></p> <p>HH expressed concern that numbers have dwindled a little. However there are several deliveries lined up for One Norbiton Panel, CRERA and K Fed. However he feels that there must be more jobs in place to secure the future. There are plans to have a Saturday morning info session with agencies such as the police . JP is sorting out first aid training and MT is enquiring about a session with the Barclays bank apprentice team to discuss financial planning, CV's etc – although this will not be at the Saturday session.</p>	
7	<p><u>COMMUNITY ENGAGEMENT</u></p> <p>a) Community Hub - JP reported that there have been several meetings to further this project. SG from RBK resident participation has been part of an ongoing dialogue about the future layout of the premises and budget predictions. This will be updated as soon as information is received.</p> <p>b) Panel recruitment – MDS reported that the letters to the panel have now been created and are in the process of being hand delivered to prospective panel members by the Norbiteens and accompanying adults..</p> <p>c) Poster campaign - The poster, as agreed at the last CWG is currently being created. Once it is received it will be erected on the outside wall of the nursery next to Norbiton train station.</p> <p>d) E-Democracy update – MDS reported that several ON members had hosted a visit by S. Clift for USA base of E-democracy. He had encouraged the group to</p>	

	not be dis-heartened and stay with the campaign. The CWG generally discussed what might happen next year once the £1000 per year fee has been completed.	
8.	<p><u>PRIORITY GROUP FEEDBACK/REPORTS</u></p> <p>a) Police And Safety - Minutes from the previous meeting have been circulated. This included a report on the visit by some delegates to the CCTV center in Guildhall. It was agreed that another visit be organized for those who had been unable to attend.</p> <p>b) Neets & Income Maximization – MT gave a full report on the current NEETS situation. There are many outstanding issues , especially surrounding delivery of the contract in place with RBK. She has just finished delivering the 3rd Life Skills course but feels strongly that young people locally deserve a better service than is currently available. She reported that of those she is currently trying to help more than a third have 'special needs' which are not being addressed.MT also reported that she is currently seeking '100 hour work placements' for NEETS</p> <p>c) Surrey Save – EN reported that Surrey Save have a special Christmas offer running until mid- December. Special leaflets are being delivered to promote this. It was agreed that these will be distributed amongst those from St John's and the Norbiteens so that the can be delivered to those most in need of reduced cost loans.</p> <p>PH reported that his church group from St John's [who work alongside the Surrey Save volunteers and are now considered 'part of the team'] are about to launch a 'Christians Against Poverty' project. This involves a total commitment from both sides to research family budgets and accounts and set up a revised system aimed at getting the client out of debt eventually. MDS and JP plan to attend the launch of this.</p>	
9	<p><u>DATE AND TIME OF NEXT MEETING</u></p> <p>17th December 2014 6pm Queen Mary's Hall</p>	