

Community Board Meeting
Wednesday 22 March 2023
5.30 - 7.05 pm

Attendance: Community Board Members: Lesley Charlton (Chair), Cllr Emily Davey, Cllr Susan Skipwith, Poorvi Mehta, Ayshwarya Madhureshan, Keith Thomas, Elaine Taylor, Sarah McGoldrick (Minutes)	
Apologies: Nina Burich, Malcolm Wood, Cllr Wehring, Khalid Rahmany	
1.	Welcome and Introductions The Chair welcomed everyone to the meeting and introductions were made.
2.	Minutes and Actions Minutes from the previous board meeting were reviewed and agreed upon as a true record.
3.	Community Chest - review of the process The first round of applications for Community Chest funding has been scored and a panel of three Community Board members confirmed funding approval for 5 out of 10 projects. It was noted that decision-making had been delayed and participating members reported that they had found the agreed process to be complicated and time-consuming with overly detailed documentation. In addition, there were conflicts of interest, preventing some members from participating in the process. To progress the applications, and following consultation with Community Board members, the applications were initially reviewed and scored against the set criteria by RBK Officers. A summary report (along with details of the full applications) was provided to the Community Board members who formed the panel to consider the scoring and recommendations and then decide which projects would be approved. All the Panel members confirmed that the provision of the summary report had been helpful and enabled them to come to a decision. The second round of applications closed on the 14th of March 2023 and it was noted that the second round will be scored in the same way as the first to avoid any delays which could lead to reputational damage. Review: Given the issues experienced with the first round, Members were asked to consider 2 options for processing applications in the future: <i>Option 1</i> Stage 1: The regeneration team reviews the applications for completeness. Stage 2: A RBK staff-appointed panel would undertake scoring within an established framework (this was previously undertaken by the Neighbourhood

	<p>Grants team, however, it was proposed that this could be any RBK staff panel to spread resourcing commitments). One member suggested that, ideally, the panel would be made up of staff who can represent what is going on at CRE and can spot any issues. Elaine advised that the staff panel does not make the decisions around which projects receive funding. These decisions are taken at the next stage by the Panel of Community Board members.</p> <p>Stage 3: A summary report and recommendation will be put to the Panel of Community Board members.</p> <p><i>Option 2</i> Engage Kingston Charitable Foundation to do the scoring and provide recommendations about a decision to the Community Board. There is a fee for this service (Elaine had made contact with the Foundation, but at the time of the meeting, were unable to confirm how much this would be). Elaine to send members a link to Kingston Charitable Foundation. [Action]</p> <p>After some discussion, members agreed that <i>Option 1</i> was preferred.</p> <p>Summary Report: Elaine asked Members to consider any additional information that they would like to have in the summary report to help in decision-making. A member suggested that as well as the description of the project, a brief description (bio) of the company applying for funding would be useful [Action]. Another member requested adding the scores as an appendix to provide a better explanation of what passed/failed. Elaine advised that all Community Board members have full access to all information for transparency so adding this as an appendix would only increase the documentation for the panel. Members also requested the support of a well-briefed RBK staff member.</p> <p>Next steps: To review the application forms, scale down the questions and bring them back to the next board meeting as a draft. Elaine will send around a blank draft application form and ask for members' comments. Elaine will also seek comments from the scoring team. The revised draft will be brought back to the next board for approval. [Action]</p>
4.	<p>Social Value Consultants have been asked to help develop the SV action plan (two are currently being considered).</p> <p>Elaine presented a draft proposal for a “Kickstart” social value project to raise the level of engagement and start to deliver some Social Value projects that fit within the Social Value Strategy. Members were asked for their views on where social value funding could be directed:</p> <ul style="list-style-type: none"> ● Activities for young children, in particular gymnastics ● Members noted that the logistics of how to get children to activities may be an issue and suggested looking into chaperones or a “walking bus” ● Cooking opportunities for young children (primary age) and adults ● "fun" activities, and a suggestion was made that maybe the Rose Theatre could be approached to offer a dance/drama workshop

	<ul style="list-style-type: none"> ● Gardening project, possibly to tie in with the competition that is taking place across the borough ● Train and certification as traffic marshalls. This has not come up as a "need", it was not rejected ● Members suggested holding a social event where residents can bring food to share a dish from around the world ● Bee and Wildflower workshop. A member mentioned that Surbiton Bee Keepers may offer a free visit and session with an observation hut ● Research placement. Members requested more details on this placement with Countryside. Elaine to find out and report back [Action] ● Class of Your Own. Members noted that this was quite expensive and wanted to be assured that a significant number of young people from the CRE would benefit from this. <p>Members commented that it was important to increase resident engagement and involvement to reduce barriers to accessing Social Value activities that are offered.</p> <p>Elaine will share details about each option and feedback on Members' suggestions. [Action]</p> <p>It was noted that the LLP will make the final decision.</p> <p>Concerns were raised for the residents in the surrounding area (Cambridge Gardens) who are being disrupted by the works on the CRE, one member asked whether any offers could be extended to these residents.</p> <p>Elaine will put forward a suggestion to LLP to cascade offers to the wider community with priority to CRE, then Cambridge Gardens, and then wider Norbiton. [Action]</p>
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5.	<p>Breaking Ground</p> <p>A Breaking Ground event is planned for the 24th of May 10.00–12.00 and members were asked to hold this date in their calendars. An invite will be sent to confirm.</p>
6.	<p>Community Board review, AGM and recruitment</p> <p>September was put forward as a suggestion for the AGM to take place. It was noted that the Chair will be on sabbatical from September to November. The AGM can be used as an opportunity to recruit more members. Members suggested this needs to be promoted as something entertaining to attract younger residents. Members were advised that nominations will need to be received in advance of the AGM.</p>

7.	<p>Regeneration programme update report</p> <p>No questions were received on the report in advance of the meeting.</p> <p>A member asked about next year's procurement exercise for voluntary organisations. This exercise will provide access to specialist advisers for the regeneration, including panel members for the rehousing appeals panel.</p> <p>Members requested that face-to-face support be specified in the bids, not just remote/online. Elaine to report back. [Action]</p>
8.	<p>Newsletter Suggestions</p> <p>It was noted that the next newsletter is due in the next 2 months. This will include an item on Social Value.</p> <p>Text Messages:</p> <p>One member advised that the text messages are helpful and suggested including a link to the newsletter. Elaine to send previous newsletters to members as some have not received these. The newsletters are also available on the CRE website. [Action]</p> <p>One member suggested a link to a Google Poll to find out what other matters would be of interest to residents [Action]</p>
9.	<p>AOB</p> <p>Members were advised this would be Nina's last meeting as she is moving on from the Council; Nina was thanked for all her hard work.</p> <p>Recruitment:</p> <p>A Clerk to the CB has been appointed (a CRE resident) and will join the next meeting.</p> <p>Members were thanked for their time and the meeting closed at 7.05 pm.</p>
10.	<p>Next Meeting</p> <p>May 2023, date to be confirmed.</p>