

## **Community Activities Network Meeting, September 17, 2018 SSC at 7.15pm.**

**Present:** Sheri (Chair), Carol, Nick W, Pat, Nicola, Sue, Dan, Joanne, Sheelagh, Julian, Karen, Ley, Dian, Chiarina, Phill, Angela (notes) Also Sam and Wendy from the DRA Core team for item 1.

**Apologies:** John P, Isabelle, Steve B, Jane G, David C, Lesley.

Introduction and welcome to the meeting by Sheri. Hopefully the change to evening has provided the opportunity for more to attend. The main focus is to review the progress of the network and plan ahead.

### **1. How are we doing? What learnt so far?**

Consideration of issues around public liability, DPAC grants and use of the Community Pot. Sam and Wendy outlined the requirements and process to ensure organisers of events are adequately insured and funds available to cover costs. Details can be found on the DRA website. Following issues arising from the Open Gardens event, it was agreed that the process would be easier next time. **Karen, Dan, Joanne and Wendy all offered help with form-filling in future where needed.** It was agreed that where possible residents should not be put off planning events/activities due to these necessary processes.

Chiarina and Sheelagh commented on the increase of community activities organised over the last 12 months.

### **2. Purpose of CAN meetings? Where next?**

Focus of discussion upon balancing new ideas for activities with consolidation and development of events showing particular popularity and drawing different members of the overall community together (eg quiz nights). (also see item 4b)

Also discussed the role of meetings to provide overall co-ordination, planning and support for and with smaller key groups responsible for specific events. (also see item 3)

To act as a steering group for effective communications and inclusion of different groups in community events and activities. (also see item 4a and 5)

**NB** Not covered at this meeting but, as previously discussed, the role of the group to find ways to develop central facilities at the SSC in order to meet the varied needs of different groups within the community at Derwenthorpe.

### 3. Building up a skills/experience register

In order to make full use of the considerable and varied skills and experience on offer in Derwenthorpe, it has been suggested that a register of residents offering time, skills and particular knowledge should be made available. (Phill's ability to design and produce leaflets was given as one example). It was also seen as important to find a way of passing on new skills to others so that no individual is found to be overloaded.

**Karen and Ley offered to take forward the idea of a spread sheet, cataloguing time available, specific skills, interest areas, particular types of event, age range etc. They will bring back ideas of what this might look like to a future meeting.**

### 4. Developing the Network

#### a. Communicating information/inviting new interest through:

-meeting notes on DRA website (and emailed individually to those attending meetings or sending apologies if OK with open email, not blind copy). **Sheri will check out from current list who wants to accept email copy.**

-notice for each notice board on the development. **Phill will design a poster. Angela to send draft content.**

-proposal from Steve B to draw up a monthly calendar of events for distribution to each household. **Steve to discuss this with Phill and Karen to plan a format.**

-making direct contact with residents. **Sheelagh and Angela will look at ways to do this and bring back to a future meeting.**

-existing Facebook and DRA website outlining future events

-Big Local (see item 5)

#### b. Balancing activities through:

-considering new ideas for events/activities alongside consolidation of what has already been found to attract interest.

-not taking on too much/ensuring there are sufficient people available to cover the scale of the activity.

-passing on/sharing expertise in different areas as part of the process.

## **5. Diary and future events**

-Electronic diary: **Karen agreed to set up an electronic diary for the purpose of events planning. She will send an outline of how this could work to Sheri before the next meeting.**

It was agreed that the November meeting would consider use of the diary to plan events from January to December 2019.

-Big Local: Joanne has been looking into how this could help to advertise events locally. **She will bring an outline of how this might work to the next meeting.**

## **6. AOB**

Chiarina is hoping to organise/coordinate a Halloween event. **She and Joanne will discuss possible dates for this. There is still a need for volunteers to help** (though this may be easier when a date is fixed).

**Next meetings:                   October 16, 7.30pm at SSC**

**November 13, 7.45 at SSC (planning for 2019)**

**All welcome!**