

SEAFORD COMMUNITY PARTNERSHIP



C/O Seaford Tourist Information Centre
25 Clinton Place, Seaford, BN25 1NP

8th May 2003

Dear Colleague

Steering Group Meeting No. 29
Thursday 15th May at 5.00pm
Seaford Volunteer Association Headquarters
St James Club, Blatchington Road

Please note the 29th meeting of the steering group will be held on **Thursday 15th May 2003 at 5.00pm at St James Club, the headquarters of Seaford Volunteers at Blatchington Road, Seaford**

AGENDA

0. Apologies
1. Minutes of Meeting 5th March 2003
2. Membership
 - 2.1 Resignation of David Schueler - Chairman (no longer STC representative)
 - 2.2 Appointment of Acting Chairman and Secretary
 - 2.3 Appointment of Linda Hallums as Treasurer
 - 2.4 Proposal from STC for Five Town Council Representatives
 - 2.5 LDC to be invited to appoint new representative to the Community Partnership
 - 2.6 Proposal from Christine Sinclair for appointment to the Steering Group of 3 Members of the Public without Portfolio
3. Constitution
 - 3.1 Signing of Articles of Association - see attached list of current available nominees
4. Local Strategic Partnership
 - 4.1 Appointment of Representative (normally the Chairman)
5. Reports on Current Projects
 - 5.1 Farmers Market (note meeting held with Fish Shop and Butcher and environmental Health Officer to discuss impact of the market and environmental health complaints. SCP proposed writing to all Seaford Traders suggesting a public meeting to discuss the issues).
 - 5.2 Skills Demand and Supply
'Passport to Success' Programme
 - 5.3 Recycling Task Group
 - 5.4 Seafront Improvements, Tourism and Culture
 - a) Salts and Seafront Improvements
Salts Improvements awaiting copies of plans from Andrew Ellison Ellan to produce a business plan. Heritage Trail map design in hand together with leaflet design (£1000 promised from STC grant for this)
 - b) Newhaven and Seaford Maritime Festival - All arrangements in place and Len Fisher has produced a brochure which is printed and being distributed to all households in Seaford and Newhaven
 - 5.5 Cinema Club
 - 5.5 Transport, Cycling and Safe Routes to School (including the Tideways Green Way prospective bid)
6. Prospective Projects
 - 6.1 Consider need for a full/part time project co-ordinator (similar to proposals by Newhaven Partnership) to develop the larger scale projects envisaged by the partnership.

ESCC have suggested an approach to their funding officer for advice on funding of a project co-ordinator. It is also understood that SDCVS (Colin Brown) is considering a bid for a help for all the area partnerships.

- 6.2 Prospective Projects include the Railway Station development and the Salts.
SWOT Analysis and Business Plans are required for Funding purposes.

7. Local Strategic Partnership

Report for Owen Clifford

8. Partnership Accounts (Linda Hallum)

- 8.1 STC invitation for application for Revenue Grant (due 1st June 2001) Previous successful applications for £250
8.2 New Bank mandate required for signatures - Chairman, Secretary, Treasurer and Vice-chairman
8.3 Nominations and appointment of Outside Examiner ('Auditor')

9. A.O.B

- 9.1 Lewes Crime & Disorder Reduction Workshop on Wednesday 11th June from 2pm
Venue with Agenda awaited
9.2 Community Planning papers circulated by email 8th May
9.2 Invitation from Seaford Leisure Centre to discuss Youth problems at the Downs. Stuart Adcock to advise date and details

Date of Next Meeting - Wednesday 4th June 2003

Yours sincerely
David Schueler

P.S I would like to express my thanks for all the hard work put in by members of the Community Partnership over the last two and a half years. The partnership has made steady progress and achieved some notable successes. It is now time to progress to higher levels of project and this will require new ways of working. I wish the partnership all success in this. Finally may I say how much I have appreciated the support given to me during my period as chairman.