

Kirkby Neighbourhood Board Meeting

**Wednesday 11th June
9am – 11am**

**Hybrid – Committee Room, Council Offices, Urban
Road & Microsoft Teams**

AGENDA

- 1. Welcome & Apologies – Martin Rigley**
- 2. New Declarations of Interest - Martin**
- 3. Previous Meeting Minutes - Martin**
- 4. Update and follow-up from Away Day – Andrea Stone**
- 5. Update from EMCCA - Sarah Daniel**
- 6. MHCLG Insight Data – Hollie / Sarah**
- 7. Engagement Update – Andrea**
- 8. Next Steps – Sarah**
- 9. Any other Business – All**
- 10. Date of Next Meeting – Friday 15th August**

ATTENDEES

| Name | Position on Board | Position/Organisation | Present |
|----------------------|--------------------------|--|---------|
| Martin Rigley | Chair | Project Manager, Alliance Procurement Solutions Ltd | ✓ |
| Amy Fox | Board Member | Senior Marketing & Fundraising Manager, Portland College | ✓ |
| Angela Bentley | Sub for Lee Anderson | MP Office | |
| Angie Peppard | Board Member | Our Centre | |
| Cllr Matthew Relf | Board Member | Executive Lead Member for Growth, Regeneration and Local Planning, Ashfield District Council | |
| Daniel Howitt | Board Member | Head of Strategy & Performance, Police and Crime Commissioners Office | |
| Dianne Holmes | Board Member | Head of Curriculum, Academy Transformation Trust Further Education (ATTFE) | ✓ |
| Katie Roberts | Board Member | General Manager, Kirkby Leisure Centre, Everyone Active | |
| Kelvin Eatherington | Board Member | Enterprising Ashfield Project and Interim Economic Programme Manager, NTU | |
| Lee Anderson, MP | Board Member | MP for Ashfield and Eastwood | |
| Louise Knott | Board Member | Vice Principal, West Notts College | ✓ |
| Mark Cawar | Board Member | Feather Partnership | ✓ |
| Olivia Bestwick | Observer | HR Advisor, Van Elle | |
| Pauline Stojanovic | Sub for Angie Peppard | Our Centre | ✓ |
| Paul Dobson | Board Member | Training and Assessment Manager, Van Elle | |
| Pete Edwards | Board Member | Chair, Ashfield Health and Wellbeing Partnership | ✓ |
| Peter Cribb | Board Member | District Manager, Inspire - Culture, Learning and Libraries | ✓ |
| Peter Gaw | Sub for Peter Cribb | Chief Executive Officer, Inspire – Culture, Learning and Libraries | |
| Roy Lewis | Board Member | KARA (Kirkby Area Residents Association) | ✓ |
| Simon Martin | Sub for Dianne Holmes | Vice Principal, Academy Transformation Trust Further Education (ATTFE) | |
| Stewart Nubley | Board Member | Ashfield Spartans Boxing Academy | |
| Teresa Jackson | Board Member | Trustee, Ashfield Voluntary Action | ✓ |
| Tracey Bird | Board Member | Strategic Lead, Active Notts | ✓ |
| Toby Metcalf | Substitute for Roy Lewis | KARA (Kirkby Area Residents Association) | |
| Andrea Stone | Supporting Officer | Wellbeing Manager, Ashfield District Council | ✓ |
| Christine Sarris | Supporting Officer | Assistant Director – Planning and Regulatory Services | |
| Hollie Maxwell-Smith | Supporting Officer | Discover Ashfield Lead, Ashfield District Council | ✓ |
| John Bennett | Supporting Officer | Executive Director, Place, Ashfield District Council | |
| Melanie Wheelwright | Supporting Officer | Service Manager - Economic Growth, Ashfield District Council | ✓ |

| | | | |
|---------------|--------------------|--|---|
| Paul Crawford | Supporting Officer | Investment Manager, Ashfield District Council | |
| Sarah Daniel | Supporting Officer | Assistant Director - Regeneration, Ashfield District Council | ✓ |
| Sarah Vaughan | Supporting Officer | Wellbeing Officer, Ashfield District Council | ✓ |

| Agenda Item | |
|-------------|---|
| 1 | Welcome / Introductions / Apologies – All |
| | <ul style="list-style-type: none"> • Introductions were made by all. • Apologies were made for Simon Martin, Kelvin Eatherington, Paul Crawford, Cllr Relf, Emma Lindley, Peter Gaw and Joelle Davies. |
| 2 | New Declarations of Interest - Martin |
| | <ul style="list-style-type: none"> • There were no new declarations of interest. |
| 3 | Previous Meeting Minutes - Martin |
| | <ul style="list-style-type: none"> • All minutes were agreed. |
| 4 | Update and follow-up from Away Day – Andrea Stone |
| | <ul style="list-style-type: none"> • Andrea recapped on the Board Away Day exercises from Friday 6th June. • Attendees were asked to fill in information about themselves, what interested them in being part of Kirkby Neighbourhood Board and what additions they could add. • Andrea asked members to ensure the information provided was correct, and for members who did not attend, to answer these questions and email over to Hollie to be added. • Andrea moved on to purpose of the work, which attendees all worked on. • These purpose statements from each were then combined through an Artificial Intelligence programme. • Our Purpose • “Our purpose is to create a thriving, inclusive, and sustainable Kirkby and Annesley – where residents enjoy vibrant places to live, work, and play; where life chances are improved through collaboration and community insight; and where pride, opportunity and wellbeing are shared by all, now and for generations to come.” • Our Purpose (reading age of 9 – County average) • “Our purpose is to make Kirkby and Annesley a great place for everyone. We want it to be a fun, safe, and happy place to live, work, and play. By working together and listening to our community, we can help people do well, feel proud, and enjoy life- now and in the future”. |
| | <ul style="list-style-type: none"> • The board discussed the purpose statement and made comments on the following; the statement could be conceived as generic and could be more Kirkby focused, acknowledging that this is difficult to achieve, it was good to see that the average reading age had been accounted for, instead of using the word ‘listening’ to the community it could be ‘acting’ for our community, and using the word ‘collaboration’ is very important. |
| | <ul style="list-style-type: none"> • Andrea continued by going through a list of priorities which had been drafted together. |
| | <ul style="list-style-type: none"> • The board discussed the list of priorities and agreed some additions and changes within these to incorporate the additional objectives, including safety and housing. |
| | <ul style="list-style-type: none"> • Andrea agreed to take away comments to form a second draft of the priorities list which reflects the conversation. • She carried on by adding it could be beneficial for the Board to have an elevator pitch or story and this was agreed by the Board. |

| | |
|----------|---|
| | <ul style="list-style-type: none"> The Board discussed asking schools, heritage groups, and using previous material to put together a few paragraphs as part of the story. |
| | <ul style="list-style-type: none"> Andrea will revise the documents and report back at a future board meeting. |
| 5 | Update from EMCCA - Sarah Daniel |
| | <ul style="list-style-type: none"> Sarah is still awaiting an update from EMCCA on how they will support the towns within Nottingham & Derbyshire. |
| 6 | MHCLG Insight Data – Hollie / Sarah |
| | <ul style="list-style-type: none"> Sarah informed the Board that MHCLG (Ministry of Housing, Communities and Local Government) have advised that the original boundary change to include Annesley has been rejected. Sarah asked the Board if they were happy for Sarah to discuss this with MHCLG and include Annesley within the boundary request when she had a discussion with them. |
| | <ul style="list-style-type: none"> The Board agreed for Sarah to try to get Annesley included and Portland Park as a minimum. |
| | <ul style="list-style-type: none"> Sarah continued that MHCLG had sent over an updated Data Pack for Kirkby which Hollie shared with Board members briefly. Sarah will review and give an overview of this data at a future board meeting. |
| 7 | Engagement Update – Andrea |
| | <ul style="list-style-type: none"> The subgroup for Safe and Happy had been focusing on the upcoming engagement work at their recent meetings. The feedback was to gather more resident views, whilst replicating the previous survey but also being mindful that some people had already given their thoughts. The decision was made to do one full survey which included all previous questions with additional ones for added objectives, and a shorter survey for residents who had previously completed the survey but wanted to take part with the additional objectives and project ideas. A Wellbeing Officer will do face-to-face consultation in the community, the online survey will be published on the Ashfield Council website with a link from the Discover Ashfield website. A local printing company has been contacted to print flyers and A3 boards to advertise locally. Andrea asked the board for their assistance in these engagement activities and to share within their networks. Previously there had been a few £150 vouchers which could be won for people who completed the surveys. Andrea put forward an incentive of £5 per completion of the survey for the board to discuss. The board felt that giving £5 per person to complete the survey could make the results falter as people will not be completing this to give genuine feedback and thoughts. It was also a worry that people could manipulate the voucher by using multiple email addresses per person. The board discussed various other options and it was put forward that 10 vouchers of £50 could be an alternative, with these being randomly selected from people who filled out either survey. |
| | <ul style="list-style-type: none"> Pete Edwards proposed the decision, and Pauline Stojanovic seconded. |
| 8 | Next Steps – Sarah |

| | |
|-----------|--|
| | <ul style="list-style-type: none"> • There will be meetings internally to produce an action plan / programme for engagement and analysis of data to report back to the board. |
| | <ul style="list-style-type: none"> • The survey will be open for around a month, closing on 15th July. |
| 9 | Any other Business – All |
| | <ul style="list-style-type: none"> • There was no other business. |
| 10 | Date of Next Meeting – Friday 15th August |