



Chesterfield community assemblies

# Annual report

Putting our communities first



**CHESTERFIELD**  
BOROUGH COUNCIL

# **ARE WE ACCESSIBLE TO YOU?**

## **If not, ask us**

- ✓ We want everyone to be able to understand us.
- ✓ We want everyone to be able to read our written materials.
- ✓ We aim to provide what you need for you to read, talk, and write to us.

### **On request we will provide free:**

- ✓ Language interpreters, including for British Sign Language.
- ✓ Translations of written materials into other languages.
- ✓ Materials in braille, large print, on tape, in Easy Read.

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**INTRODUCTION FROM COUNCILLOR SHARON BLANK,**  
**CABINET MEMBER FOR GOVERNANCE**

*Welcome to Chesterfield Borough's Community Assemblies Annual Report for 2014/2015. The report highlights the work we have been doing over the past year to promote the Community Assemblies and also the community development work that has taken place in Chesterfield.*

*Community Assemblies are public meetings which we would like the whole community to be part of - we want to create a successful partnership to help shape the future of our neighbourhoods.*

*We are proud of the achievements during the past year and are particularly pleased to highlight and share with you within this report:*

- the success of the Community Assembly meetings that took place during 2014/15;*
- the successful relationship we have built with partner agencies and their commitment and attendance at the Community Assembly meetings;*
- the introduction and development of Community Chairs for the Assemblies;*
- the many groups that have been awarded funding from our Minor Grants Programme and Community Chest; and*
- the new community development activity that has commenced in the Borough.*



**Councillor Sharon Blank**

## 1.0 **COMMUNITY ASSEMBLY MEETINGS**

1.1 There are four Community Assembly areas in Chesterfield Borough. Anyone who lives or works in each area is encouraged to get involved. The meetings take place four times a year (September, November, March and June). They are a chance for members of our community to attend meetings to:

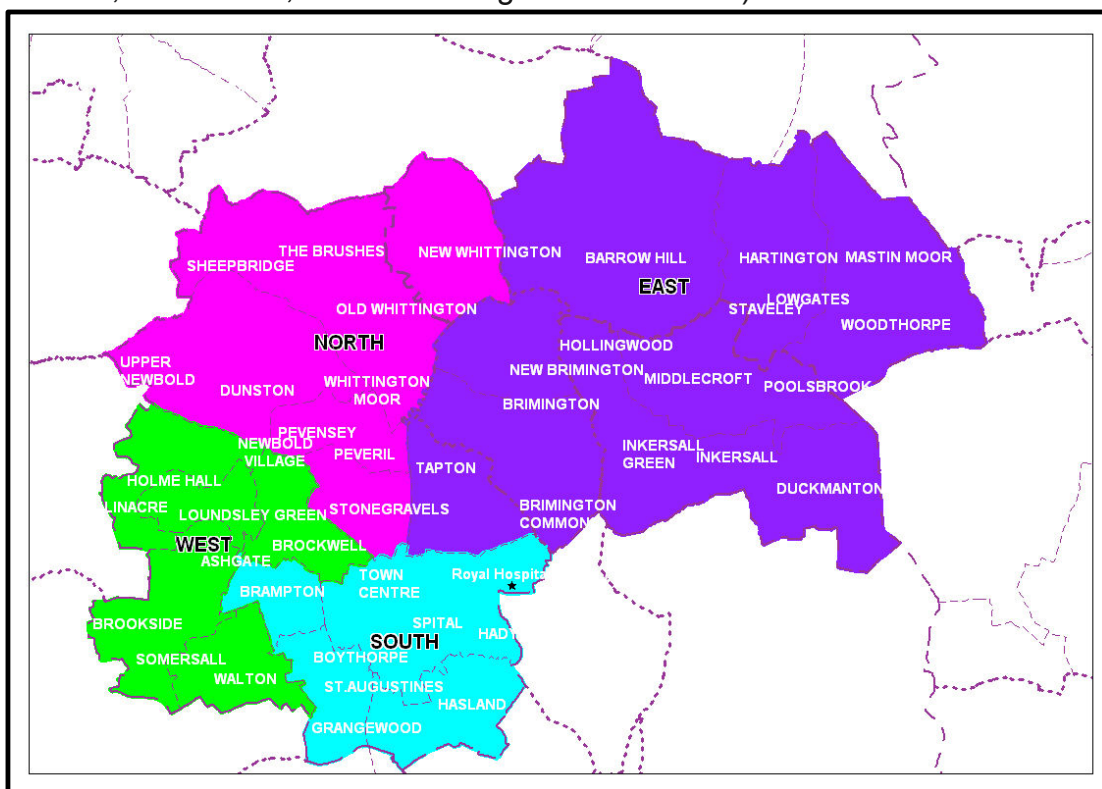
- Discuss and share what matters to them
- Work together to shape the future of their area
- Find out what is happening in their area
- Consider how funding available to their area is spent

**South Assembly** (Chesterfield Town Centre, Brampton, Boythorpe, St. Augustines, Grangewood, Hasland, Hady and Spital)

**East Assembly** (Tapton, Brimington, Brimington Common, Inkersall, Duckmanton, Poolsbrook, Middlecroft, Hollingwood, Barrow Hill, Hartington, Staveley, Lowgates, Mastin Moor and Woodthorpe)

**North Assembly** (Stonegravels, Peveril, Pevensey, Dunston, Upper Newbold, Whittington Moore, Old Whittington, New Whittington and Sheepbridge)

**West Assembly** (Walton, Somersall, Brookside, Ashgate, Loundsley Green, Linacre, Holme Hall, Newbold Village and Brockwell)



1.2 Attendance at the meetings (16 standard assembly meetings) varied during 2014/15. The highest attendance figure was 51 in the South at the June 2014

meeting and the lowest was 29 in the South for the March 2015 meeting. The average attendance figure for 2014/15 was 37 people compared to 31 in the previous year.

- 1.3 During the 2014/15 there were popular regular agenda items including updates and question and answer opportunities with CBC and partner agencies (DCC Public Health and Chesterfield Constabulary) as well as opportunities of participatory budgeting activity with the minor grants programme. We also held a number of activities, workshops and presentations at the assembly meetings including:
- Public Votes for the community chairing positions for each Community Assembly
  - Update from Scrutiny on their Work Programme and the dog fouling review
  - Community Litter Pick Campaign and Love Where You Live volunteering opportunities
  - Presentation on Keeping Chesterfield Active
  - Chesterfield College on the services they provide at the college and lifelong learning
  - A presentation on Green Spaces, Street Cleaning, Waste and Recycling, Building Cleaning and Bereavement Services
  - Derbyshire's First Contact Scheme
  - Tenant participation
  - State of the Borough and community profiles presentation
  - Council Tax Setting discussion
  - CBC priorities for spend exercise
  - Q&A Session with Leader/Chief Executive and Chief Finance Officer
  - Healthwatch Derbyshire
  - Neighbourhood Watch
  - Crime Reduction
  - Derbyshire County Council's Public Health – Small Grants Scheme
  - Police and Crime Commissioner for Derbyshire

## **2.0 COMMUNITY CHAIRING**

- 2.1 Elections were held in June 2014 for our first Community Assembly Chairs.
- 2.2 In April 2014 we held briefing sessions on community chairing, provided training to anyone interested in potentially chairing assembly meetings in the future and/or wanted to gain confidence in chairing other community meetings. We welcomed applications for community chairing from residents within the particular assembly area they would serve, elected members for each area or statutory agency/third party employees with a strong link to the area. The rules surrounding Community Chairs have changed for the year 2015/16 and beyond. Elected members are no longer accepted as candidates for the Community Chairing positions as there has been a strong preference from Community Assembly attendees that these positions were filled by members of the community.

- 2.3 Potential chairs and vice chairs were supported every step of the way to the June 2014 chair elections including assistance with their personal statements. Community Chairing informal elections were held at the June 2014 assembly meetings and we are now proud to have enthusiastic community chairs and vice chairs to help us to develop the assemblies further. Photos of our first Community Chairs/Vice-Chairs for the 2014/15 period can be found at Appendix 'A' along with the Chairs/Vice-Chairs that were voted in for the 2015/16 year.
- 2.4 The Policy Team have worked closely with the Chairs and Vice-Chairs during their first year of office and have built up an excellent working relationship with them all. We are extremely proud of how well they have handled all the meetings and the good rapport they have developed with the attendees at each meeting.
- 2.5 The Chairs have been excellent at controlling the meetings – sticking to the agenda and time limits, ensuring full participation of all who attend. They have always been very approachable and acted impartially at all times. They have also helped shape future agenda items, suggest possible venues, suggest improvements to the assemblies, promote the assemblies and engaged in participatory budgeting exercises outside of the formal meetings.
- 2.6 A meeting was held with the Chairs and Vice-Chairs at the end of their term of office to look at what has gone well, what could have been improved, lessons learned etc. Full details of findings can be found at Appendix 'B'.

Below you will see a few quotes from our Chairs/Vice-Chairs on their first year of office:

*"It has been a pleasure and delight to be the Chair of Community Assembly South. The presentations have been of great interest and the attendance, whilst not always huge, has been encouraging.*

*Many thanks to the background team, at the Town Hall, who administer and support the Community Assemblies.*

*One of the best aspects, from my point of view as Chair, has been the opportunity to meet with the other Assembly Chairs and Vice-Chairs to discuss the similarities and, indeed, differences we have in our communities as, after all, we are all in Chesterfield.*

*I do hope the Assemblies continue and thrive and flourish. The funding afforded by them to local groups for local projects is one of their strengths but the greatest strength, as far as I am concerned, is that they afford the community to have a genuine say in their community and town."*

"My first year as Community Assembly Chair for the East seems to have gone very quickly. The meetings have been well attended, with good speakers and very informative presentations. Most of the applications for small grants have been successful and we have used all our allocated funds. Long may this continue. The four venues have been well received and hopefully meetings will take place at these venues in the future.

Getting more people to attend our meetings gives us much food for thought and any suggestion for the future would be appreciated. We are still looking for a vice-chair.

My thanks go to Wendy and Roz for their support in helping me get through my first year as Chair. It has been an enjoyable experience."

*"I have enjoyed my role as vice chair of Chesterfield North, attending meetings and talking with other people in my area*

*I liked voting for the funding applications from deserving causes."*

"During the period I have facilitated the Chesterfield North Community Assembly I have met a range of people who contributed to a wide and rich year of experience. The Community can listen learn contribute and inform actions in a valuable forum which influences decision making and action in our area - I urge all those who attend to continue to do so and others to diarise and attend future meetings."

*"Great to have tea/coffee at the beginning with a chance to talk as that makes it a friendly start to proceedings.*

*Great to help individuals with fund raising for their groups and such good local causes - it shows a little money helps a lot of people."*



“My view of the first year of Community Assemblies, as joint Vice-Chair of North Area, is one of success, where our attendance is on the increase.

All aspects of the meetings from the organisation, venues, agendas and guest speakers, to resident chairing and voting, have contributed to a positive experience for attendees that has encouraged participation and promoted a sense of inclusion.

Residents given responsibilities, has proven a good approach to partnership working, which promises the possibility of delivering positive community benefits for our assembly area in the future.”

*“Fortunately as a vice chair with an excellent chair I haven't yet had to take a demanding role in the Community Assemblies. This has meant that I have been able to listen and enjoy the presentations which have generally been of a good quality, relevant and interesting. The main negative I have heard expressed is that there is too little time for questions and for people to express their views on the topics being discussed, so I think we could try to reduce the number of presentations, or shorten them in some cases, and allow a longer Q & A session.*

*The organisation of our assembly has been very good, and I have heard the same comment from other areas.”*

### **3.0 SOCIAL MEDIA**

- 3.1 The Community Assemblies have a slowly growing social media presence. People who are unable to attend the meetings and/or who want regular updates in-between the meetings can access both our Twitter and Facebook pages. We currently have 153 Twitter followers and 46 likes/friends on Facebook.

## **4.0 OUR PARTNERS**

- 4.1 Something we are particularly proud of is the successful relationship we have built up with internal and external partners whilst working on Community Assemblies and the wider community development programme over the past year.
- 4.2 It is always pleasing to have police presence at our meetings and that usually comes in the form of a Police Inspector from 'C' Division who attends to update the meeting on local police matters and statistics. He regularly asks local PCSOs, PC's and sergeants to attend to give an overview of crime and anti-social behaviour in each area and answer questions and action concerns. The Inspector also organises special presenters to attend some of the meetings.
- 4.3 We are also grateful for the support of Derbyshire County Council (Public Health). They have allocated three of their officers as well as the Senior Public Health Manager to work with the assemblies to promote health and wellbeing in our Borough. They also update members of the public on local health matters and the County's Locality Plan at each meeting.
- 4.4 Chesterfield College have also effectively engaged with assemblies and send an Engagement Officer to each community assembly meeting and provide two-way feedback to the college and its students. We are particularly pleased that work with the college just doesn't end with the formal Community Assembly meetings and that we work with them on projects at the college and in the community throughout the year.
- 4.5 Support from services from within Chesterfield Borough Council has also been excellent with visits from Leisure, Environmental and Housing services as well as Scrutiny.
- 4.4 During 2014/15 our partners have made a fantastic contribution to our assemblies and we look forward to lots of joint working in the future and to be able to develop relationships further.
- 4.5 We asked our external partners to report back to us on how they think the Assemblies model is working and about our joint working approach. This is what they said:

## **Comment from Public Health Department, Derbyshire County Council**

### **Community Assemblies**

Over the past year we have been actively involved in the four Community Assemblies across the Borough. A representative from Public Health, Derbyshire County Council has attended the majority of the local assembly meetings and delivered a variety of presentations and interactive sessions on local and national public health issues. We have liaised regularly with the Community Development Worker on specific topics and supported the sessions. The Community Assemblies provide the opportunity to speak with local residents about their thoughts on health and well-being and we look forward to being involved in the following year. We value this work as an excellent way of communicating our health and wellbeing messages and receiving feedback from the community. We particularly want to be involved with opening up the assembly meetings as widely as possible and to encourage more people to attend and have their say on the issues that affect their health and well-being. We will be continuing our involvement and would hope to work even closer over the next year.

### **Community Development Work**

We regularly liaise and work in partnership with the Community Development Worker through local projects and in particular ones with a health and well-being focus. We share information as much as possible to ensure we are working together for the best possible outcomes for all our residents. We like to work on projects and initiatives that are in the community as we feel these are true representations of what is important to the people living in the area. For the future we anticipate closer joint and partnership working to achieve aspirations, ideas and new initiatives in supporting residents to achieve a healthier community. We work closely to the ethos of community engagement, inclusion and participation and hope to feed in our ideas of how to contribute to this.

It has been a pleasure to work from this perspective and meet colleagues from a wide variety of organisations and services and have made many social and networking connections that we have been able to get involved in. We look forward to the future with a positive energy in this difficult economic climate to make the best use of resources and how we can best support communities and each other through joint and partnership working.

### Comment from **Chesterfield College**

We have been attending the Community Assemblies for approx. a year, finding them extremely useful. They have allowed us to engage with the local community, provided us with an understanding of what is happening in the different wards and how we can look to support the communities and residents.

Through the meetings we have been able to bring a face to Chesterfield College and create relationships and partnerships.

I believe that the assemblies are a great way for the communities and organisations to connect to help strength relationships, fix needs and requirements.

### Comment from **Derbyshire Constabulary**

As the Inspector for Community Safety I saw the opportunities for attending and developing the community assemblies on the basis of a newly formed partnership as one that was too good to miss - my instincts proved to be absolutely correct.

From the onset of the meetings we still continue to grow in strength and popularity with both partners and above all our residents.

It is a real pleasure to see such caring and passionate contributions come out of the meetings that gives us a real chance to make that all important "partner led" contribution towards making our communities safer, healthier and cleaner places to live and visit.

From a policing point of view we are extremely grateful to our partners, our residents, elected and local councillors to give us the opportunity to come along to the meeting and hear the views and concerns - and yes even compliments around some of achievements over the last 12 months.

I personally hold the view that Community Assemblies should be replicated elsewhere in the county.

## 5.0 **WORKSHOPS AND PRESENTATIONS**

5.1 The year has shown a lively programme of presentations and workshops. Most of the speakers have been chosen by the public as indicated on their feedback forms or suggestions by the chairs/vice-chairs of each area.

5.2 June 2014

- A Public Vote for Assembly Chairs and Vice-Chairs took place in each assembly area
- Update from Scrutiny – on their work programme (dog fouling)
- Environmental Services – Community Litter Pick Campaign and Love Where You Live
- Presentation by Leisure on Keeping Chesterfield Active
- Chesterfield College on the services they provide at the college

September 2014

- Environmental Services Presentation on Green Spaces, Street Cleaning, Waste and Recycling, Building Cleaning, Bereavement Services
- Derbyshire's First Contact Scheme

November 2014

- Housing Services – Getting Involved
- State of the Borough Presentation
- Council Tax Setting Discussion
- Priorities for Spend Exercise – an opportunity to say how Council Tax should be spent and determining priorities
- Q&A Session with Leader/Chief Executive and Chief Finance Officer



Priorities for Spend Exercise  
November 2014

March 2015

- Neighbourhood Watch
- Crime Reduction – prevention and reduction of burglaries
- Update from Scrutiny on the Dog Fouling Project Review Group
- Update from Chesterfield College on what's happened within the past 12 months
- Derbyshire County Council's Public Health – Small Grants Scheme – an interactive discussion on grant funding available
- Alan Charles, Police and Crime Commissioner for Derbyshire talking about the PCC's Police and Crime Plan for Derbyshire and Hardyal Dhinda, Deputy Police and Crime Commissioner for Derbyshire
- Healthwatch Derbyshire

## 6.0 **ACTION PLANNING**

6.1 Each Community Assembly area has produced an action plan based on a range of community engagement activity with residents, local schools and colleges, elected members and partner agencies. The purpose of the action plan is to try to capture the area's priorities and issues and formulate specific activities to address these issues. It can be used as evidence by the Council and partners of the needs and concerns of specific communities. It is also a guide as to spending priorities for the two assembly grant programmes Minor Grants and in particular the Community Chest. The assembly action plans can be found at this link: <http://www.chesterfield.gov.uk/Community-Assembly-Action-Plans-1404.html>

The action plans will be updated at the September 2015 round of Community Assembly meetings.

## 7.0 **COMMUNITY ASSEMBLY NEWSLETTERS**



Instead of formal minutes, Community Assembly newsletters are produced for each area. They are sent by email or post to attendees of the assemblies and are also available via social media and our website. Links CVS also distribute it to their mailing list of around 400 community groups in Chesterfield. Each newsletter includes an update from the previous meeting, columns written by the Police and Public Health, but also community information about events, articles by community groups in the area, key council information and activities happening in each area.

## **8.0 FEEDBACK FROM COMMUNITY ASSEMBLY MEETINGS**

8.1 We ask the participants to the meetings to fill in feedback forms after each meeting asking a set of questions:

***“Please tell us why you attended the meeting”*** The most popular answers were:

To help improve the local area / to find out what’s going on in the area /

General interest/curiosity / to meet other members of the community

***“Please tell us whether you agree with the following statement:  
Community Assembly Meetings will help to improve communications  
between residents and the Council”***

**Definitely agree / Tend to agree** were the highest answers

***“Please tell us whether you agree with the following statement:  
Community Assembly Meetings will keep you informed about local  
issues”***

**Definitely agree** was the most popular answer

***“Overall, how satisfied were you with the meeting”***

**Very or Fairly Satisfied** were the top two answers

A selection of other comments received were:

*“Communicating with local people is so important to building a better  
Chesterfield.”*

*“An interesting assembly. Interesting to hear different points of view. Plenty of  
leaflets displayed.”*

*“Well organised meeting. Good to hear from people in other areas. Pleased  
with refreshments and leaflets.”*

*“Good information via presentation and all speakers extremely good. Thank  
you.”*

## **9.0 FUNDING**

9.1 There are two Chesterfield Borough Council grant programmes which support the aims and priorities of the assemblies – Minor Grants and the larger Community Chest programme. Both grant programmes employ a variety of participatory budgeting techniques to enable the community to get involved in funding decisions and learn more about the challenges of allocating limited funding pots at a time of great demand.

## 9.2 Minor Grants

For 2014/15 £1,500 was awarded to each Community Assembly area to support small local projects. The maximum award was £200 per project.

There are four opportunities per annum to apply for Community Assembly Minor Grants. Applications are discussed with CBC ward members for the assembly area who can then choose to endorse an application to go forward to the next Community Assembly meeting for a community vote.



Members of the community who attend the meetings vote on the minor grant applications using the Activote system

During 2014/15 29 community projects were supported via the minor grants scheme – totalling £4,770. The grants were used to fund a variety of projects, examples include:

- Planting for Eastwood Park
- Healthy Eating Project
- Welcome Weekend to Commemorate WW1
- Shed for bowls club
- Storage cupboard for art club
- Day Trips Out
- Christmas Tree Festival
- Bowling Trip
- Turn up and play event at Somersall Park
- Set up a community shop at Potters Place

A full list of 2014/15 recipient can be found at Appendix ' C'.



### **Case study 1 – Loundsley Green Christmas Tree Festival**

Loundsley Green Church received £200 of funding for their first Christmas Tree Festival.

This was to bring the local community together in a local event. They displayed 25 real trees using groups/shops and business from the community within Loundsley Green to decorate each one depicting what their group/business/shop does. The event was enjoyed by many people from the local area.



### **Case study 2 – Brimington Bowling Club**

The bowling club purchased a small timber shed for the storage of essential maintenance equipment used by volunteer members who help to keep the community facility in good condition where all members and friends meet and enjoy the sport in pleasant surroundings whether partaking in bowling or as a spectator.

The shed is visually more appealing, fits in well with the surroundings, is a strong structure and a useful commodity for the group.



## Community Chest

Community Chest is aimed at funding larger projects – up to £5,000. £40,000 was available from Chesterfield Borough Council during 2014/15 and was used to facilitate projects, services and activities that improve the overall quality of life and wellbeing of residents in Chesterfield Borough, in line with the priorities for each Community Assembly area and the Council's Corporate Plan. Funding was also directed towards areas of the Borough with specific needs for example health inequalities and deprivation issues.

There are two opportunities per annum to apply for Community Chest funding. Each tranche will be £20,000 in grant funding. Money not awarded in the first tranche will be carried forward onto the second tranche for the year. Any Community Chest money not awarded at the end of the second tranche will be retained by Chesterfield Borough Council.

A rigorous participatory decision making procedure has been developed to oversee the funding applications. This comprises of:

- Initial checks on all applications received are first checked by the Policy Team to ensure they meet the funding terms and conditions and criteria
- Community Assembly Sub-Groups for each area – made up of members of the public and CBC Members who give their thoughts on the applications received and make recommendations to the final decision making panel
- A meeting is held with CBC Partners (CBC's Housing Service, DCC, Police and Links) who also give their views and make recommendations
- The Cabinet Member and Assistant Cabinet Members for Governance also review the applications and make recommendations
- The final decision rests with the Leader of the Council, Deputy Leader of the Council and Leader of the Opposition

We are particularly proud of this move towards participatory budgeting for our two funding streams and our vision is to develop this further over the next year. By using this process to make decisions about community grants it increases transparency, accountability, understanding and social inclusion in local government affairs and involves local people in making decisions on the spending and priorities.

One comment by a member of the public who attends the north community assembly is *"The decision making of grants is far better now. Now power is devolved to residents – it makes us feel we have more power."*

49 applications for funding to the Community Chest were received during 2014/15. If we had funded them all it would have cost nearly £123,000 but there was only £40,000 available for the round of funding. 27 applications were successful and the total amount of Community Chest funding given out in the financial year was £28,353.

Recipients of the Community Chest, including the amount of funding received, can be found at Appendix 'D'.

The Community Chest Sub-Groups that looked at the applications during 2014/15 consisted of 34 members of the public who volunteered to take part in the budgeting process. People took part from all four Community Assembly areas.

### **Community Chest – Case Studies**

#### **Hunloke Community Garden**

The garden encourages community involvement from local people and also has connected with a range of different communities/organisations such as walking for health groups, mental health, housing support, drug and alcohol services to offer therapeutic and relaxing environment to participate in gardening activities.

The project was to lay a paved patio in front of the cabin, which is a state of the art kitchen and a meeting room. As the outside of the cabin was just rough ground it was not easily accessible for disabled members of the community i.e. mobility scooters and people with walking difficulties to attend events.

The group have noted that more and more people are starting to visit the garden. The walking for health group start their walks from the garden. The group provide refreshments from the kitchen at the end of their walk, which increases the community group's income. When they have produce available people purchase jams, pickles, plants and vegetables. Some people just come to sit and enjoy the garden.

The photos show before and after shots of the patio area. The painting on the cabin, which was an intergenerational activity with local children, was also carried out with funding from the Community Assemblies minor grant scheme.



**Before**



**After**



## Barrow Hill Community Group – Tea Room at Barrow Hill Methodist Church



**Before**

**After**

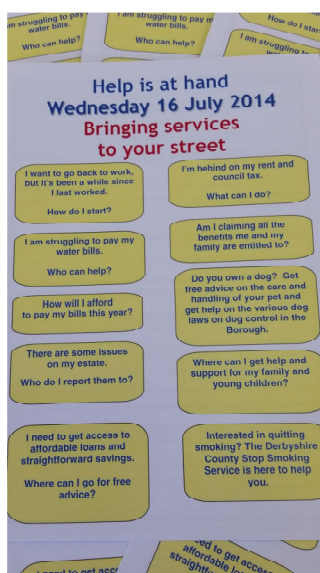
The project was to convert the old Sunday School room/vestry into a community multi-purpose room, remove the adjoining wall to the kitchen and refurbish to a modern servery area to serve the community room.

Several agencies supplied funding for the project – Viridor, All Churches Trust Limited, Derbyshire County Council and Sheffield Methodist District Advance Fund as well as Community Chest funding.

### **11.0 COMMUNITY DEVELOPMENT ACTIVITY**

It's been another busy year in the Policy Section and our Community Development activity has gone from strength to strength. Below are a few key activities we have carried out this year:

## 11.1 Financial Inclusion– Health, Wealth and Wellbeing Project



Financial inclusion is defined as the ability of an individual, household or group to access appropriate financial services or products. Without this ability people are often referred to as financially excluded.

People who are financially excluded might not be able to access affordable credit; not want or have difficulty obtaining a bank account; be financially at risk through not having home insurance; struggle to budget and manage money or plan for the unexpected or not know how to make the most of their money.

Anyone can be financially excluded, as a result of the economic downturn, we believe many more people than usual are struggling financially.

That's why the Health, Wealth and Wellbeing Project started in Chesterfield. We want to bring services to people's streets. We want to try to catch problems before they become larger and maybe help people become more prepared and better equipped for the future.

You will remember that we carried out our first Financial Inclusion project –in Poolsbrook in March 2014. We carried out our second project in Barrow Hill in July 2014.

The first part of the project was to get agencies on board with us. Luckily working so closely with DCC Public Health meant that this project could be led jointly by us both.

We signed up:

- Department of Work and Pensions
- Severn Trent Water
- Credit Union
- Citizens Advice Bureau
- Derbyshire Unemployed Workers Centre
- Chesterfield Law Centre
- Affordable Warmth
- CBC's Housing Department
- CBC's Dog Warden
- Derbyshire County Stop Smoking Service
- Sure Start Children's Centre

This project is a 3 stage approach.

Week 1 – delivering leaflets to the target area explaining the project and who will be on hand to give advice

Week 2 – door knock on every property in the area, explain who we were then asked residents questions like:

- *Are you concerned about your finances or debt (utility, rent or council tax bills)? Worried about how you will pay your bills this year?*
- *Interested in finding out how you can save water in the home and reduce your bills?*
- *Want to find out how to reduce your electricity and gas bills?*
- *Are you claiming all the benefits that you and your family are entitled to?*
- *Do you need access to an affordable loan and straightforward savings?*
- *Is anyone in the household unemployed?*
- *Do they need training/retraining for work? (Help with CV writing, skills for work etc.)*
- *Do you need any legal advice related to any social welfare matters?*
- *Are you interested in quitting smoking?*
- *Do you own a dog? Would you like free advice on the care and handling of your pet and get help on the various dog laws on dog control in the Borough – including discounted fee for microchipping (cats and dogs)*
- *Are there any problems on your estate – do you know who to report them to?*

If the residents highlighted any problems or just wanted more information, appointments were made with them the week after (week 3) either in their own home or at DUEWELL COURT, BARROW HILL.

Week 3 – the appointments took place.

Feedback from this project at Barrow Hill can be found at Appendix 'E'.

This project is to be rolled out across the Borough during 2015/2016. Areas to be targeted are St. Helens/Stonegraves; Holme Hall; Grangewood and Middlecroft. Further analysis of these areas will take place after we have reviewed the Department for Communities and Local Government's Index of Multiple Deprivation data and our own State of the Borough report is written.

## 11.2 Results of McGregor's Pond Application

You will remember in last year's Annual Report we mentioned working with a local angling club to apply for funding from Viridor's Landfill Communities Fund.

The project would deliver flood protection from the River Rother, vital to securing the future of the site for angling, wildlife and public access to nature. The proposed works would also improve public access around the pond through the provision of surfaced paths, culverts and disabled angling pegs. The design of path culverts and flood defences will assist in retaining the fish stock present within the pond.

We are pleased to report that we were successful with this application and Viridor Credits Environmental Company will support the project and project activities up to the value of £14,760.80 and that works on site should start during this summer period.

### 11.3 Local Democracy Week

This week was set up to get local authorities to organise events and activities to encourage residents, communities and schools to take a more active part in decision making.

Here at Chesterfield we had several events during the week bringing our elected members together with Chesterfield's future generations of electors.

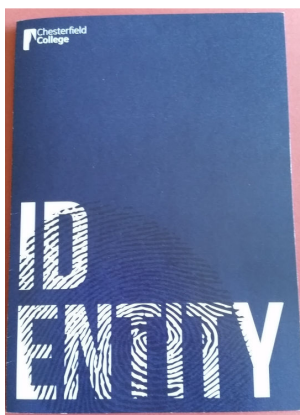
We worked with Democratic Services to devise a quiz on Council services for the local schools taking part.



### 11.4 Continued Partnership Working with Chesterfield College

The Policy Team have worked closely with the college this year undertaking many projects with them:

#### Chesterfield College Conference



We delivered an interactive session on the importance of voting and registering to vote with the college students. Lively debates and discussions took place on questions such as: Do you think it's alright to torture terrorism suspects? And – Do you think the police have the right to stop and search anyone at anytime?



## Fresher's Week

The Policy Team attended the College Fresher's Week talking to students about Community Assemblies and the Equality and Diversity Forum. We compiled an interactive quiz that the students could do with us based on Chesterfield, local facts and general knowledge.



### 11.5 Meet Eat and Treat – Holme Hall

We were instrumental in developing with colleagues across Chesterfield a project called "Meet, Treat and Eat". This is an event in a local community with many agencies to support health and wellbeing. We engaged with 20 families from Holme Hall and the project which place at Holme Hall Primary School where we worked closely with the Headteacher. The project helped families cook on a budget, advice on saving money, help with benefits, debt and budgeting, health MOTs and advice, craft activities and photography.

The following groups/agencies were involved: Community organisers (LGCT); Holme Hall Unite community group; Severn Trent Water; Treasures Nursery ; Marches Energy Agency; School Nurse; Citizens Advice Bureau; DCC Children Centres; DCC Public Health; CBC Environmental Health; CBC Community Development; Anna Kowalski- Holistic Therapist; Central England Cooperative; DCC Waste Management (Love Food Hate Waste); Straight Curves; Chesterfield WI; Financial Advice Action Derbyshire; WEA Chesterfield; Community Sports Trust; Derbyshire Children and Young People's Health; Derbyshire Community Health Services NHS Foundation Trust.



A 12 page newsletter we produced after the event to go to all families in the area.



### Photos from the event

Comments from the event were:

*“Very informative”*

*“Enjoyed the event”*

*“Had a fantastic time!”*

*“Casual, informal atmosphere where people stopped to talk to you so good quality interactions with the community. Wide range of services/ organisations.”*

*“Good range of stalls and organisations here”*

*“Managed to get a lot of information across to members of the community who clearly needed it”*

*“Food and refreshments were fab and it was a very welcoming environment”*

*“Different organisations all coming together”*

*“The children’s centre/community room was a good venue for an event such as this. We had good cooperation from the school. People enjoyed the freebies and were willing to engage in conversation/take part in activities with regards healthy eating. Good range of activities to draw people to the event”*

## 11.6 Community Noticeboard Consultation



Notice boards were originally funded by Community Forums however no provision was made for the ongoing maintenance of the boards and cost of postage for sending out information for the boards when they were transferred to the Policy Section.

A mini audit of the 23 former Community Forum notice boards showed that while some are in excellent condition and are regularly updated others are in extremely poor condition, have not been updated for a year or more and are under-used.

Concerns have been raised about what the notice boards are being used to advertise and the branding used.

You will remember that the Policy Team put in an application in September 2014 to the Community Chest for a rebranding exercise for all the Community Noticeboards. The Decision Making Panel (Cllrs John Burrows, Terry Gilby and Ray Russell) put aside £2,000 for works to be carried out to the noticeboards but that first a review project be carried out to ascertain whether the community actually used the noticeboards in their area.

### **Consultation Exercise**

Between November 2014 and February 2015 we asked Community Assemblies contacts how they prefer to receive information about local events and activities via a short survey. The survey was available online, and paper copies were posted with the Community Assemblies newsletter. A total of 155 responses were received.

The survey consisted of questions like:

- Where do you currently find out information about local projects, events and activities?
- Do you regularly check community noticeboards for local information?
- If yes, which of the following community noticeboards do you regularly view?
- What information do you read on the noticeboards?
- Do you think that the Community Noticeboards are a useful resource?
- What information would you like to see included on the noticeboards?
- What is your preferred way to receive local information?
- How else would you like to receive information about the Council?

During the next few months further analysis will be carried around noticeboard use which will culminate in report to Cabinet showing options for the future of them.

#### 11.7 Armed Forces Community Covenant

We work with all Derbyshire Districts and Derbyshire County Council to promote the Derbyshire Armed Forces Community Covenant grant scheme and serve on the partnership panel.

The partnership assesses applications for endorsement to the Ministry of Defence for funding through the Community Covenant Grant Scheme. £30 million has been made available from 2011 – 2015 to help communities undertake projects that promote greater understanding between the military and civilian populations.

The Chancellor announced that funding in support of the Armed Forces Covenant would be made permanent through a £10M per annum in perpetuity fund from the financial year 2015/16.

The new fund will replace and consolidate all previous Covenant related funding schemes.

Funding priorities will be set annually by the Covenant Reference Group. The new fund will be managed by a new standalone MOD grant team which will draw in external expertise to ensure a professional and effective grant scheme is delivered.

We expect the new grant team to be in place by mid-June, with the scheme being open to bids later in the summer.

Chesterfield has been successful with one application during 2014/15 – Staveley Armed Forces and Veterans Association received £4,000 for the two day armed forces awareness event in July.

We hope there will be many more successful applications in the Borough during 2014/15.

#### **Photos below of the Staveley Armed Forces Event**



## **12.0 LOOKING FORWARD TO 2015/16**

12.1 We have lots of plans for 2015/16 to further develop the Community Assemblies and associated Community Development programme including:

Financial Inclusion Roll Out Programme

Review of Community Assemblies

Completing the Review of Community Noticeboards

Developing the Meet, Treat and Eat programme to other areas of the Borough

## **13.0 FURTHER INFORMATION**

If you have any comments on our Community Assemblies Annual Report or would like to request further information please contact:

Wendy Blunt

Community Development Worker

Tel: 01246 345344

E-mail: [wendy.blunt@chesterfield.gov.uk](mailto:wendy.blunt@chesterfield.gov.uk)

You may wish to follow Community Assemblies on Facebook or on Twitter so you can find out more about the assemblies activities and events, you could take part in online discussions, surveys etc. or have e-mail updates.



@CBCAssemblies

ChesterfieldCommunityAssemblies

**Community Assembly Chairs/Vice-Chairs for 2014/15**

**Community Assembly (South)**

**Chair – Barbara Arrandale**



**Chair- Barbara Arrandale**

**Vice-Chair – Ian Edmundson**

**Community Assembly (North)**

**Chair – Kate Caulfield**



**Joint Vice-Chair  
– Gordon McLaren**

**Joint Vice-Chair  
- Michael Crossley**

**Community Assembly (East)**

**Chair**



**Jack Carrington**

**Community Assembly (West)**

**Chair – Shirley Niblock**



**Community Assembly (West)**

**Vice-Chair – Joye Dobbs**



**Community Assembly Chairs for 2015/16**

**North**

**South**



**Gordon McLaren**

**Ian Edmundson**

**East**

**West**



**Jack Carrington**

**Shirley Potter**



## Community Chairing – Lessons Learned

Thursday 16 April 2015

### What Do You Think Has Gone Well?

- Presentations have been very informative.
- Have enjoyed the Public Health Presentations (South).
- Having the meetings at different venues across the area mean that different people attend that won't always go to one set venue (North).
- Always well organised (North).
- CBC Councillors identifying themselves at the beginning of the meeting – this is especially important from June when we will have new Councillors.
- Chairs have done a great job at time keeping and controlling them.
- The support from Policy team is first class and makes the job of chairing efficient and easy.
- It is a nice touch to have refreshments at the start of the meeting.
- It is also good to see the Policy Team and Chair greeting and talking to attendees before the start of the meeting.
- Police and DCC slot to be at the start of the meeting.
- Voting to always be at the end of the meeting.
- Good spread of funding to different organisations.
- The shift from old Community Forums to Community Assemblies has been good.
- Using members of the public as Chairs (instead of elected members and officers of the Council).
- Grant applications have gone smoothly.
- Decision making of grants better than Community Forums. Now power devolved to residents – feel they have more power.
- Feels more of a social event.
- No repetitive moaning – this has been diverted.
- Mingling of Councillors and residents – and seeing them have conversations.

## What Do You Think Hasn't Gone So Well?

- Sometimes too many presentations in one night. Limit the number of them.
- Sometimes the agenda too crowded and not enough time to question the presenter thoroughly.
- DCC Public Health presentations seem to be filling a time slot without much purpose (West).
- Sometimes after people have heard a particular speaker – they will leave the meeting – this is disruptive for others e.g. after Alan Charles presentation (North).
- Public Health have gone at the end of the agenda twice – they don't always seem to have the time they deserve to be heard (North).
- Councillors tend to be the worse ones at having little side conversations.
- Sometimes it is difficult to hear the speakers – can we use a microphone?
- Don't feel it is as localised as Community Forums.
- People miss DCC attending.

## Speakers at Future Meetings?

- If a change in Leadership after the election to have the new Leader attend to talk about priorities.
- Newly elected members to stand up at June meeting to introduce themselves and say which ward they represent.
- New Executive Directors.
- Local MP – or a letter read out from the MP – questions from the public could be taken back to MP.
- QPSC – what's happening with the old one and presentations on the opening of the new one.
- Destination Chesterfield – Dominic Stevenson.
- Colin Hampton (Derbyshire Unemployed Workers Centre) plus other organisations that have moved into the Town Hall.

## Venues Used

- North – We like the OSD training room, 2 schools and St. Hugh's RC Church. Perhaps try the Eagle Club.
- East – all venues used are OK.
- West – Town Hall OK – maybe try St. Thomas Church Centre, Old Hall School, Westfield Infants
- South – prefer Town Hall
- Maybe have another vote to see people's preferences

## Any Suggestions for Improvements/Going Forward?

- Would be good if a representative could be there from DCC to talk and answer questions about general problems (especially those that are not a CBC function).
- If we can't have a representative from DCC, the Chair to highlight the DCC Member who attends each meeting and if anyone has any questions relating to DCC matters to speak to this Councillor after the meeting.
- Times to be displayed for agenda items so everyone knows the time slot for that particular person.
- Congratulate speakers who have kept to time.
- Time at the end of the meeting to talk and ask questions of the speakers.
- Publish a directory of what's going on in each assembly area – asset mapping exercise.
- Tenure of Chair for longer than one year. Perhaps 18 months or 2 years. With the calendar as it is the Chair is barely established before they are standing down.
- A coffee break half way through the meeting.
- Only to have one vice-chair.
- To elect the Chair at the March meeting so that there is an opportunity for the retiring Chair to meet with and brief the Chair elect to enable a smoother and more informed handover in June.
- Have meeting with new Chairs after elected. Then decide on how many meetings to have throughout the year.

- Stick to agenda.
- Stop off-side conversations.
- Chair to keep a tight grip at meetings.
- Use the activote devices for gathering feedback information.

### Any Suggestions for Getting More People to Attend?

- Ask the people that already attend to put in effort to persuade more people to attend.
- Sharing tasks to get people to attend.
- Churches – contact churches and ask vicar/pastor etc to publicise the CA meetings coming up.
- Social media.
- Derbyshire Alert.
- Do Neighbourhood Watch have email list?
- Secondary Schools (6<sup>th</sup> form).
- Send to people who have received funding (Community Chest, Minor Grants).
- Give slips to Councillors to give out – say 100 each.

**Minor Grant Recipients – 2014/15**

<b>Group</b>	<b>Amount of Funding Awarded</b>	<b>Funding Will Be Used for ...</b>
<b>North</b>		
Chesterfield Carnival (June)	£100	Help towards advertising costs for carnival
New Whittington Parent and Toddler Group (November)	£200	Purchase equipment
Friendship Club (November)	£200	Bingo tickets, refreshments
Friends of Pevensey Green (November)	£200	Overhaul and service 3 petrol mowers for the Friends of Group
<b>South</b>		
Rose Hill United Reformed Church (June)	£200	Transport to luncheon club
Whitecotes Hub (November)	£200	Healthy eating project
Potters Place Residents Association (March)	£180	To set up a community shop
Ashfield Road Allotments Society (March)	£200	Purchase a new strimmer
Friends of Eastwood Park (planting) (March)	£190	Planting for Eastwood Park
Friends of Eastwood Park (children's entertainer) (March)	£100	Children's entertainer for Eastwood Park Gala
Garden Buds (March)	£200	Community engagement project to develop a Wetland behind St. Augustines Church
<b>East</b>		
Barrow Hill Community Group (June)	£100	Welcome meeting to commemorate WW1
Brimington Bowling Club (June)	£200	New shed for storing bowling equipment
The Hollies (June)	£200	Trip around Derbyshire countryside
Brimington Art Club (June)	£200	Storage cabinet for art materials
Friends of King George V Park Staveley (November)	£100	To engage with local people to see how they would like the part to be used
1082 Brimington and District Squadron Air Training Corps (November)	£100	Rechargeable batteries for their two way radios
4 <sup>th</sup> Staveley Guides (November)	£100	Fund a day out for the guides
Mastin Moor Youth Group	£200	To engage with young people in Mastin Moor area – litter picking, healthy eating session.

Mastin Moor Wellbeing Walkers	£100	To develop a medic alert system for the walkers
West		
Brampton Social and Activities Group (June)	£200	Refreshments and room hire
Brampton and Walton Townswomen (June)	£115	Day trip out
Young @ Heart (September)	£200	To open an additional day each week
Westfield Allotment Association (September)	£200	To purchase a dipping tank
1 <sup>st</sup> Holmehall Rainbows (November)	£100	Trip to see Chesterfield pantomime
Loundsley Green Church (November)	£200	Christmas tree festival
Friends of Somersall Park (March)	£195	Turn up and play event at Somersall Park
Loundsley Green Church Children's Activity Week Group	£195	St. John's Ambulance cover, community transport costs, speakers, demonstrations, craft materials and refreshments
3 <sup>rd</sup> Brampton Brownies	£95	Bowling trip

**Community Chest Recipients – First Tranche**

<b>Group</b>	<b>Amount of Funding Awarded</b>	<b>Funding Will Be Used for ...</b>
Staveley Seniors Forum	£1,000	A series of activities aimed at older people at the Healthy Living Centre
Chesterfield Canal Trust	£1,200	Environmental awareness training for volunteers to include scrub bashing, plantation thinning and activities associated with restoration (with Derbyshire EcoCentre).
Hunloke Community Garden	£1,900	New patio area in front of cabin
Sight Support Derbyshire	£570	Set up a small youth group for people with visual impairments.
Staveley King George V Bowling Club	£550	Bowls equipment for disabled and bows for fun and games.
Chesterfield Pubwatch	£500	Expansion of the Pubwatch scheme into Hasland, Brimington, Whittington Moor and Chatsworth Road.
Brimington Village Circle	£750	Village market costs.
Gamezone	£1,000	Diversions activities at the Eagle Club, disco, refreshments and room hire.
Rother Community Sports Action Group	£1,000	Engage young people in sport in Rother area.
Church on the Bus	£500	Art therapy project.
Sporting Futures	£2,500	Dance and football activities at Springwell School.
Loundsley Green Community Trust	£1,000	Costs towards improvements to the Community Centre.
Barrow Hill Community Group	£1,000	Create a community tea room.
Chatsworth Road Festival	£1,650	Designing and printing Green Spaces and Industrial Heritage Walk leaflets and a Community Archaeology Project.
Chesterfield Barbarians Cricket Club	£1,000	Funding towards the costs of providing a new modular building for changing facilities.

### Community Chest Recipients – Second Tranche

<b>Group</b>	<b>Amount of Funding Awarded</b>	<b>Funding Will Be Used for ...</b>
Chinese Elders Group	£100	Mini bus hire for trip around Derbyshire countryside
Centrepoint	£200	Transporting service users to meetings
Everybody Hurts	£200	Transporting service users to meetings
Exercise Roadshow	£100	Dance sessions in Chesterfield
ACCA	£1,000	Education and cultural trips to reduce isolation, vulnerability and loneliness
Age Concern	£500	Federation of Positive Ageing event in Chesterfield – to bring older people's groups together
Asian Association	£1,000	Young people's dance project
Rethink Mash	£400	Theatre trip and ten pin bowling event for mentally ill
TRUST	£1,550	Tinnitus group meetings/counselling service and general publicity of the project.
Sporting Futures	£3,500	Multi-sport and diversionary activities around Newbold School
Spital Cemetery	£1,000	Plastic benches for the cemetery as part of centenary commemorations of the First World War
Friends of Stand Road Park	£2,683	Friends of Stand Road Park are developing a wetland – the funding given would be 12% of the third party contribution that is needed from an outside source to enable a funding application to Viridor/Biffa etc to succeed



**Health Wealth and Wellbeing Project in Barrow Hill**Wednesdays 2<sup>nd</sup>, 9<sup>th</sup> and 16<sup>th</sup> July 2014

Properties Delivered To	454 (Week 1)
Appointments made	13 (9.28%)
Not interested	107 (76%)
Not in	314 (69%)
Maybe interested	12 (8.57%)
Dogs	4
House empty	4
Actual households that came for advice/appointment on delivery day	27

Key Service	Number of houses requesting service	Reason for contact
<b>Housing</b>	10	4 Neighbour problems 2 ASB problems 2 Repairs issues 1 Fencing problems 1 couldn't make event but wanted to be referred to CAB
<b>Affordable Warmth</b>	2	1 Pre-payment meter issue 1 High gas bills
<b>CAB</b>	5	1 follow up on debts via CAB GP surgery outreach at Brimington & arrangements made on water charge arrears 1 Benefit advice, follow up relationship/family, fuel application 1 assisting vulnerable person to address rent arrears, under occupancy charge, apply for housing transfer 1 helped to claim tax credits, signposted to Severn Trent Water, priority debt arrangements 1 referred to GP outreach worker at Barrow hill
<b>Severn Trent Water</b>	2	1 Bill and payment query 1 Payment plan query
<b>Job centre Plus</b>	2	1 signposted to other agencies-Connexions and Acorn Training 1 Signposted to 'Be Your Own Boss' and Enterprise club

<b>Derbyshire Stop Smoking Service</b>	3	3 people referred for further stop smoking support
<b>Misc</b>	3	1 buses through village & pot holes from Duewell court to Medical centre 1 Recycling plant query at barrow hill brickworks 1 Hedgerow overgrown near Catholic church on A619 near Staveley
<b>Eamonn Byrne Landscape Architecture</b>	30 residents	Drop in session for residents to help decide how to spend £1.2 million improving the estate

## 27 Households requesting services on delivery day

### *Things that worked well*

- Multi agency approach (**CAB**)
- All agency's in together (**CAB**)
- Groups advice groups working together (**CAB**)
- Joint home visit with another agency enabled speedy resolution for the client (**CAB**)
- Appointments & actual referrals on the day itself, linking with other teams and agencies, networking (**Derbyshire County Stop Smoking Service**)
- Working together with other agencies on the day (**Affordable Warmth CBC**)
- Networking with different organisations to plan to work together moving forward (**Severn Trent**)
- Face to face contact with the customers worked well, chance to meet up with other providers and talk through things (**Job Centre Plus-training & employment**)

### *Things that didn't work well*

- Shortage of rooms to speak to clients effectively (**CAB**)
- No interview rooms, difficult to hear clients and offer confidentiality (**CAB**)
- Space and Privacy (**CAB**)
- None (**CAB**)
- Small area to work in and limited sign posting to event (**Stop Smoking Service**)
- More time allowed for appointments as they tend to run over making you late for the next one (**Affordable warmth**)
- Venue too small as didn't allow enough space to get privacy for personal conversations (**Job Centre Plus**)

### *Suggestions for further improvement*

- More advertising on the project as the project is a brilliant idea. Allows the community to get together and talk face to face to problem solve ( **Severn Trent Water**)
- Pop up banner for the event (**Stop Smoking Service**)
- More of the same please (**CAB**)
- Strengthening each agencies knowledge of each other's services (**CAB**)
- Additional rooms required next time (**CAB**)

### *Case studies from the day*

- Assisting someone vulnerable to address rent arrears/under occupancy charge and apply for a housing transfer (**CAB**)
- Pregnant couple- advised family how to claim benefits for families on a low income (**CAB**)
- Helped single parent make offers of repayment to Council Tax. Also highlighted priority debts and non-priority debts (**CAB**)
- Three referrals to the Stop Smoking Service.
- One client wanted advice around a pre-payment meter. When she puts £10 on pre-payment card it automatically takes off £7 to clear existing debt and only puts £3 on electric meter. This lady was referred to CAB to help with gas bills and meter readings. (**Affordable Warmth**)
- Issued a lady with a multi-function torch as it occurred to me on the morning of the door knocking that this lady was in a wheelchair and had a stair lift so was at risk of falling. I issued the torch for her to plug in at the top of the stairs that comes on when she gets closer to it to enable her to find the lift/toilet without trying to find the light switch when it is dark. (**Affordable Warmth**)
- A lady had a new heating system fitted by CBC last year and was complaining that it was taking a long time for the water to get hot. I spoke to the heating engineer at OSD and they have put through a referral for a gas engineer to call at the property to check to see if there is a fault with the boiler. (**Affordable Warmth**)
- Another client mentioned about her letter box not having a draught excluder brush on the back so heat escapes the property when cold. I spoke to repairs and reported letterbox cover to be fitted on entry door to stop cold air from entering the property (**Affordable Warmth**)
- Joint appointment with CAB. Went to a gentleman who doesn't very often leave his home due to a specific medical condition. Was getting several letters from Severn Trent due to the rising debt he was in. We were able to reduce this for him and put him on a suitable plan that fitted his needs and the CAB worker was able to help with other debt related issues. (**Severn Trent**)