

## MINUTES OF BERWICK COASTAL COMMUNITIES TEAM MEETING HELD 13<sup>th</sup> DECEMBER 2017

### IN ATTENDANCE

<b>Julien Lake</b>	Berwick Community Trust
<b>Alan Irving</b>	Bhc Shipping
<b>Rob Strettle</b>	Northumberland County Council
<b>Matthew Rooke</b>	The Maltings Berwick Trust
<b>Philip Mawer</b>	Berwick Archive and Museum Action Group
<b>Jim Evans</b>	Berwick Guild of Freeman
<b>Stephen Scott</b>	Berwick Chamber of Trade & Commerce
<b>Anne Moore</b>	Woodhorn Charitable Trust
<b>Zoreen Hill</b>	Berwick Civic Society
<b>Andy Ashcroft</b>	Berwick Coastal Community Team

### 1. APOLOGIES RECEIVED

<b>Rowan Brown</b>	Woodhorn Charitable Trust
<b>Julie Dodds</b>	ARCH

### 2. MINUTES OF CCT MEETING 21.9.17/MATTERS ARISING.

The Minutes of the BCCT held on 21<sup>st</sup> September 2017 were approved by those members present.

Members discussed the establishment, remit and the BCCT relationship to the Berwick Regeneration (BRC). Members were advised that the BRC had identified 8 work themes which largely reflected the priorities of the Economic Plan with the addition of health and public sector issues. These work themes would be further developed in a BRC Action Plan which would be finalised in early 2018.

Members supported a proposal to approach the BRC for a meeting to establish a working relationship with the BCCT and to progress joint working.

### ACTION POINTS

Chair to write to CCLLR Richard Wearmouth to request a joint BCCT BRC meeting at the earliest opportunity.	<b>JL</b>
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### 3. CCF PROJECT ENDORSEMENT CHECKLIST/VOTING PROTOCOL.

Members approved revisions to the BCCT Terms of Reference which had been revised to include voting and conflict of interest protocols.

Further to considering a paper regarding BCCT Project Endorsement Members proposed the adoption of the CCF Stage One Application Form as the basis for project proposers seeking BCCT endorsement. In addition, project proposers will be requested to provide information regarding the 'strategic fit' of the proposal, detailing how the project addresses the priorities and objectives of the Economic Plan.

#### ACTION POINTS

Revised BCCT ToR to be published on Berwick CCT Website	<b>AA</b>
Circulate CCF Stage One Application for comment	<b>AA, ALL</b>

### 4. TOURISM CONFERENCE FEEDBACK/NEXT STEPS.

Members who had attended the Tourism Conference reported that the event had generally been well received. Initial feedback focussed on the next steps in addressing the issues and priorities identified at the event.

As part of the follow up to the event the Town Council had emailed all attendees seeking their views and establishing their interest in ongoing involvement.

In order to maintain momentum Members proposed a follow up meeting in early January to review Conference feedback, explore the establishment of a Tourism Working Group/Forum drawing on private sector interest and shape the process for a tourism development programme.

Related to the last point a number of Members expressed an interest in exploring a joint local tourism development proposal targeting the forthcoming CCF funding round. 'Think pieces' and outline project proposals would be collated and circulated as a first step.).

#### ACTION POINTS

Circulate Tourism Conference feedback information	<b>GD</b>
Arrange Tourism Working Group/Forum meeting	<b>AA</b>
Draft outline tourism project proposal and circulate	<b>JL, RS, AA</b>

#### 5. BCCT WEBSITE UPDATE.

Members were informed that the BCCT Website, [berwickcct.uk](http://berwickcct.uk), had been established.

The Chair reminded all Members that project content was needed to ensure the sites currency and value as an information source. The site will also be developed to become a key document library of research materials and strategic documents as a resource base for project developers.

#### ACTION POINTS

Contribute regular project updates, good news stories	<b>ALL</b>
Identify/contribute research sources and key documents	<b>ALL</b>

#### 6. PARTNER/PROJECTS UPDATE.

JL reported that BCT was continuing to work with Northumberland College in the development of the Old Brewery in Tweedmouth to create a modern up-to-date college. BCT are planning to resubmit to HLF for project funding support in March 2018.

MR reported that BMT were in process of commissioning an options appraisal to guide future investment further development of the Maltings.

AI reported on progress with the redevelopment of the Port of Berwick. Initial survey work had been completed and a decision from the MMO was awaited regarding the requirement for additional habitat survey work.

SS reported the Chamber had launched a membership drive to increase the local membership base. The Chamber were also keen to establish 'coach friendly' status for Berwick.

RS reported on an upcoming meeting to explore a refreshed Wayfinding scheme in Berwick. This includes representation from Virgin Trains who had identified a financial interest and commitment to improve signage from the Railway Station to the town centre.

PM reported that work on the interpretative strategy for the Barracks was in progress with findings and recommendations anticipated in January 2018.

JE reported on involvement in an initiative to develop a digital archive.

7. BERWICK BUSINESS AMBASSADOR PILOT

Members were asked to review the tabled paper and provide comments.

ACTION POINTS

Provide comments on tabled paper	<b>ALL</b>
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8. CCF UPDATE

There was no additional information following recent announcements.

In anticipation of the upcoming call for projects Members agreed to 'pencil in' a provisional additional BCCT meeting during February 2018.

9. A.O.B

None reported.

10. DATE AND TIME OF NEXT MEETING

Provisional: 10am 14<sup>th</sup> February 2018 at Berwick Community Trust Offices.

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