Barry Plan for Neighbourhoods Board Meeting
Tuesday 16 September 3pm-5pm
Porthkerry Room, Civic Offices, Holton Road, Barry

Present: Fay Blakeley (FB); Cllr Lis Burnett (LB); Shirley Hodges (SH); Matt Blumberg (MBg); Sarah Cutting (SC); Innes Robinson (IR); Ch Supt.Marc Attwell (MA)

Apologies: David Stevens, Jane Hutt, Kanishka Narayan, Cllr Bronwen Brooks
In attendance: Marcus Goldsworthy (MG); Mererid Velios (MV); Finlay Crawford (FC)

1. Welcome and Apologies
FB Chaired the meeting in DS's absence. The Chair opened the meeting and welcomed attendees. Apologies for absence were noted.

2. Notes from Previous Meeting
- MV noted that due to annual leave, the previous meeting's notes were not circulated but had been approved by DS.
- **Action:** MV to circulate notes by email after the meeting.

3. PR & Communications Report
- MV reported a successful public launch with coverage in *Glamorgan Star*, *Bro Radio*, and *Barry & District News* (advert and editorial).
- Strong social media presence and positive public engagement monitored.
- Radio interviews generated significant response; over 100 applications received across five groups.
- FB queried next steps for communications strategy.
    - MV: Once the plan is submitted, early projects (e.g. public realm, lighting, safety, Barry clean-up with Vale Council) will be publicised.
- Discussion on publicising the action groups:
    - MV: preference not to name individuals, as some may want anonymity.
    - FB/SC: supportive of acknowledging public engagement, possibly via good news stories.
- **Action:** MV to discuss with Cadno Comms a low-key press release acknowledging engagement and the 100 applications.
- Applications with insufficient detail are being followed up; those not responding will be excluded.

4. Action Group Membership
- SH raised concerns about the process for rejecting applicants and possible negative press.
- Board discussed need for a transparent selection process:
    - MV: most applicants provided sufficient detail; weak applications will be followed up.
    - FB: suggested creating a selection matrix based on published specifications.
    - General agreement: smaller, balanced groups preferred to 20+ members.
    - SC: smaller groups will help lived experience voices be heard.
    - SH: emphasised the importance of consistency and a clear code of conduct.
    - LB: urged a collaborative approach, moving away from competitive regeneration models.
- Governance and scrutiny:
    - MG explained updates will likely go to the Council Cabinet or scrutiny committee, for information only.
    - LB noted PfN is not a Council programme but communication via Council channels is important.
- Consensus:

  - Applications with minimal detail should be followed up; if no response, they will not proceed.
  - Action group leads to confirm selection timelines, processes and next steps after the meeting.
  - Repeated non-attendance may result in removal from groups.
- **Action:** MV and action group leads to refine selection process and confirm approach.

5. Action Group Terms of Reference
- MV presented draft ToR, adapted from the Board's version.
- SC raised points requiring clarification (e.g. membership linked to CIC/charities; residency criteria).
- SH suggested including a review period to allow flexibility.
- Agreed: ToR to include clear code of conduct, responsibility for public funds, and a review mechanism.
- **Action:** Board members to send feedback on the ToR directly to MV.

6. Welcome Event Arrangements
- MV: A networking and induction event for action group members is being arranged for the early evening, after the next board meeting.
  - Aim: introductions, group work, possible facilitated task; ideas to be mapped against UK Gov interventions.
  - Avoid showing intervention list upfront to encourage creativity.
- FB: Suggested DS provide a "big picture" introduction to frame expectations.
- Discussion on funding clarity and expectations:
  - Need to explain funding priorities, capital vs. revenue split, and uneven allocation across groups.
  - Important to manage public expectations tactfully.
- MV/SC to refine agenda for event.
- Clarification: members can only sit on one action group but may advise another if relevant expertise.

7. Regeneration Plan Structure
- MV: Will build on existing consultant work (data unchanged).
- Key focus: 4-year investment plan and identification of priority interventions.
- No need to detail projects yet; UK Gov will request later.
- **Action:** MV to circulate required data before next meeting to inform board decisions.

8. Staffing and Recruitment Update
- MV: 24 applications received for the Regeneration Officer role; 7 shortlisted. Shortlisting involves phone interviews followed by panel interview of 3 candidates.
- Senior Community Development Officer post closes tonight.
- Likely staff could attend the Welcome event.

9. Future Meeting Dates and Content
- Proposed next meeting: Monday 17 November, 3–5 pm (to be confirmed with DS).

10. Any Other Business
- SC: Noted Your Place subgroups forming (e.g. community safety) and suggested integration with PfN action groups to avoid duplication.
  - MV: Suggested opening dialogue and sharing minutes/action plans.
- SH: Requested an update on final action group numbers and selection process.
  - FB: Agreed this should be provided to all board members.

11. Date of Next Meeting
- Wednesday 29 October 3pm-5pm at the Memo Arts Centre (followed by the Welcome event)