**Minutes of Meeting**

**Thursday xxxxxx 2020**

*Meeting opened at 19:00*

 **1 Attendees** – T Larsen, R Larsen, P Thornton, P Read, K Watson

***Apologies*** *– G Holmes, D Fairclough*

 **2 Action Point Update**

**Agenda Item Owner Descriptor .** *20190608* ***GH*** *Contact KCom owners Discarded see\** 20190708b **PT** Set up B Gas meeting ongoing

20191006 **TL** Seek references from winning and second placed tenders ongoing

*20191105a* ***GH****/****TL****/****PT*** *Arrange Charity Status Meeting Completed*

20191110c **TL/PR** Review and redraft new RDPE application *Draft Completed*

**AP TL** to circulate draft

*20191203a* ***RH*** *Liaise with contact (Dawn Hall) Completed*

*20191203b* ***PT*** *Supply contact names at KCom to GH Discarded\**

**AP PT** to contact KCom\*

20191204 **TL/RL** To use WPPA email account for all outgoing emails ongoing

**AP KW** to email log in to TL

*20191205a* ***PT/TL*** *Meeting 7/1/2020 Completed*

*20191205b* ***RH****/****TL*** *Meet 12/12/2019, 10:00, funding application Completed*

20191209b **RH** Provide TL with required sponsors logos Ongoing

 **3 Minutes of Last Meeting**

Accepted

 **4 Matters Arising from Minutes Of Last Meeting**

None

 **5 Charity Status**

Following the meeting of the sub-group, it was agreed that the application would be best to hone in on a specific area, and “Urban/Rural Regeneration was decided on. A draft of the application will be circulated to P Read and Jayne Nendick for appraisal and feedback.

**6 Draft Lease received from ERYC**

**AP KW** to add in “Pier Towers” as an Agenda item to cover all aspects regarding the Towers

The recently received Lease was an improvement on the original proposal received, and has addressed the issues we regarded as constraints within the original. The Lease was therefore accepted by the Steering Group, and will be signed once Planning Permission is gained.

As in the above AP, matters involving the Pier Towers were then discussed

Planning Permission

 The application is drafted and ready to submit. A discussion around lighting took place.

**AP TL** to submit Planning Permission

 Opening Weekend – Easter 2020

Various aspects of the opening weekend were discussed, with the official opening night being Easter Sunday. No funding is as yet available. A number of Artistes have been outlined, to perform on Pier Towers (in the event of inclement weather to be in Shores), as well as a Fossil Hunt, Historic Walk, childrens events (involve Active Withernsea). There could be various street performers, with an activity on circus skills for youngsters. The need for Merchandise was discussed – T Shirts, wrist bands etc. A logo and strap-line will be needed, for both merchandise and publicity, as well as leaflets, press coverage, AP System (Seaside Radio?). All events will tie-in with WTC events over the weekend, including a lighting of the Beacon. For the opening, names suggested were possibly Val Woods (local author) or Linda Barker (Xmas Lights, Boxing Day Dip). TL asked for funds to be released in order to construct stalls for the interior of Pier Towers to rent out. Agreed.

The group will be able to pick up the key for the Towers 10/01/2020 from the Leisure Centre

**AP KW** to apply to Tesco Bags of help. “Equipment for use in Pier Towers” Contact Karen Tozer

**AP RL** to contact Withernsea Harriers regarding a “Promenade Run”

 **7 Chairman’s’ Report**

Regarding the recent draft letter to footballers by GH, would it be better to contact a Community Support lead at football clubs?

The application to the WBL has been submitted, and may be discussed at their 16/01/2020 or 20/02/2020 meeting

 **8 Secretary’s Report**

**AP** Sponsor enquiry from M Preece. No response to Sponsor Pack sent. **KW** to email and highlight the Easter Weekend opening event for Pier Towers

 **9 Treasurer’s Report**

The circulated accounts were discussed and accepted. The Treasurer noted there had been a large volume of Easyfundraising emails over the Christmas Period, which will be credited in due course.

**10 Fundraising Report**

RDPE deadline is 14/02/2020 for the EOI

 Funds of £105.71 were raised for the WPPA by the WTC Memorial Tree service.

**AP PT** to contact Wendy at South Promenade (volunteer)

**11 News and Media Report**

 A half-page spread in the Holderness Gazette today (09/01/2020)

**AP KW** to draft Press Release regarding the Easter Weekend

The NPS magazine will feature images of Piers at Xmas – Withernsea may be the Tree with the Towers in the background, photo credit to Simon and Kim Dallimore

**10 Links With Other Groups**

Following the Pocklington workshop, a number of contacts have led to invites to other events. One includes the GreenPort (w/c 13/01/2020), and another on 29/01/2020 which may or may not be suitable for WPPA needs

Meeting has been arranged with Dawn Hall at the ERYC

**AP** The Withernsea RBL have enquired about using Pier Towers for short displays**. KW** to liaise

**11 A.O.B.**

**AP PT** to contact K Young (Patrington) regarding a gig/fundraiser

 TL/PT are to meet with Active Withernsea 10/01/2020 at Meridian Centre

 The group then viewed the two constructed Market Stall Barrows

**12 Next Meeting**

 19:00 February 6th, 2 High Brighton Street

*Meeting closed at 20:33*

**Action Point Review**

***Colour code – Action Point Owner***

**DEdwards GHolmes TLarsen KWatson RHarries RLarsen PRead PThornton**

**Agenda Item Owner Descriptor**

20190708b **PT** Set up B Gas meeting ongoing

20191006 **TL** Seek references from winning and second placed tenders ongoing

20191204 **TL/RL** To use WPPA email account for all outgoing emails ongoing

20191209b RH Provide TL with required sponsors logos ongoing

20200102a **TL** Circulate draft RDPE EOI submission

20200102b **PT** Contact KCom re possible sponsors

20200102c **KW** Email Roundcube log-in to TL ongoing

20200106a **KW** Add in “Pier Towers” to Agendae completed

20120106b **TL** Submit Planning Permission

20200106c **KW** Application to Tesco Bags For Help

20201006d **RL** To contact Withernsea Harriers

20200108a **KW** Email M Preece completed

20200110 **PT** Contact Wendy

20020111 **KW** Draft Press Release

20020111 **KW** Liaise with RBL regarding displays

20200110 **PT** Contact K Young – gig/fundraiser