

**Minutes of the Steering Committee
Connexions Development Fund
The Jarman Centre
28/01/03 @ 4.30pm**

Present

Amar Abass (AA)
Frances Carbery (FC)
Chris Finney (CF)
Michael Jones (MJ)
John Marsden (JM)
John Poulson (JP)
Jeremy Sharples (JS)
Chris Walton (CW)
Angie Woods (AW)

Apologies

Steve Aitken
Abdul Mulla
Sharon Whalley

1. Minutes of the Last Meeting

Proposed (CW), seconded (AW) and agreed as a true and accurate record of the meeting.

2. Matters Arising

Return sent to Sarah Coupe with the minutes of the last meeting

Craig Hammond (Blackburn College) failed to attend an arranged meeting on 18/01/03 with JM and has not been in contact since. JM suggested that Craig might not be interested. The meeting requested AW to ask John Smith to carry out a reasearch project for us.

JM reported back on weekend dates provisionally booked at Borwick Hall

3. Residentials

JP stated that the group would be "better handing the Connexions money back as the whole process was flawed". This prompted a fruitful discussion. AA pointed out that the groundwork had not been done and that there was no time for risk assessments or health and safety checks. The meeting agreed that the residentials were unfeasible given the shortage of time. JS agreed to telephone Borwick Hall and advise them that we would not be needing the weekends. JM will confirm this in writing.

The meeting wanted to organise residentials as part of a future project. JP suggested we avoid Borwick Hall and recommended Coldwell Inn. AA recommended places in Kendle and North Wales and will supply the details when needed.

CF asked about volunteers working with the Youth Service. JP said that if volunteer groups worked with the Youth Service they did so under Youth Service guidelines, and that included the Youth Service's risk assessment policy.

4. The Questionnaire

AW wanted to go ahead and write a report without the residential taking place. The meeting discussed a number of options, without anything too ambitious and agreed the use of a questionnaire.

A sub-committee comprising of AW, CW and MJ will meet in the next two weeks with Sue Lindsey and John Smith to design a questionnaire. CW and MJ will help to make the questionnaire relevant and user friendly.

Within the next two weeks the questionnaire will be posted to JP who will distribute it to youth workers across Blackburn with Darwen. It will also be distributed to selected schools.

By 7 March we will have the completed questionnaires returned to us and will ask John Smith to analyse the results.

The youth worker or teacher returning the completed questionnaires will enclose a form claiming free cinema tickets for their group.

5. Other Research

Steve Aitken is providing a review of literature

Sue Lindsey will be completing in depth interviews

JS will provide statistics and information from Lancashire Friend.

AW suggested doing a qualitative piece of research with an established group. JM said something like this was required to meet the "Action Research" requirements of the report.

Date of Next Meeting

18/03/03 @ 4.30pm
Jarman Centre