

**Thurrock Adult Community College**

<p><b>Present</b></p>	<p>Maureen Wilcox Sharon Walsh Jocelyn Jordan Jacqui Payne Andrew Lowing Helen Porter David Bryan Kirsten Heydinrych Sally Smith</p>	<p>Thurrock Learning Partnership - Chair Thurrock Adult Community College - Vice Chair PCDL Co-ordinator Ngage University of East London Together - Oasis Resource Centre Together - Oasis Resource Centre South Essex NHS Partnership Minute taker</p>
<p><b>Apologies</b></p>	<p>Stewart McArthur Ann Halliday Phil Warner Anthea Hockley Frances Burch</p>	<p>NHS South West Essex Thurrock Library Service Learning &amp; Skills Council South Essex NHS Partnership Impulse Leisure</p>
Ref	Item	Action
1	<p><b>Welcome and introductions</b></p> <p>New members provided a summary of their area of work. As it was relevant to their work MW introduced the "Opening Doors" project to Helen and David from Together, Oasis Resource Centre, advising that Melody Wall would be happy to visit clients at the Centre.</p>	
2	<p><b>Minutes of meeting held on 26<sup>th</sup> November 2008</b></p> <p>The minutes were passed as a true representation of the meeting.</p> <p><b>Matters Arising not covered by agenda</b></p> <p>KH may have contacts for us at the PCT – will advise.</p> <p>Thurrock Learning Partnership has commissioned Dave Wheatley, freelance IT expert, to refresh the TLP website including a link to PCDL. Minutes and agendas will be uploaded onto this site, also details of events hosted by the Partnership. There is no PCDL funding for us to work collectively. TLP have covered the cost of this website. MW demonstrated this link. All PCDL Partners names will be listed.</p> <p>JP suggested that it would be good if a connection to the Partners website was possible by clicking on their name.</p>	<p>KH</p>

	<p>MW agreed. The Partners organisations name would link to a paragraph about them and then link to their website.</p> <p>MW requested that all Partner submit a paragraph with details of their organisation to be included on the PCDL website. MW to forward email to all Partner organisations.</p> <p>JP advised that the Faith Forum mentioned at the last PCDL meeting is not yet operational.</p> <p>SW the Alpha course is not a form of learning that we should be including in the mapping exercise.</p> <p>MW advised that the Royal Opera House have a percussion session on 10<sup>th</sup> May. Members of PCDL can register.</p>	<p>All Partners+</p> <p>MW</p>
<p><b>3</b></p>	<p><b>Time for Me – Thurrock Gazette advertisement of survey</b></p> <p>Following the bad weather and, therefore limited number of evaluation forms completed at the ‘Time for Me’ event a full-page advertisement was put into the Thurrock Gazette to get more responses from Thurrock Residents and find out what people would like to learn in Thurrock.</p> <p>A total of 57 surveys were returned. This was disappointing and may be due to people not really understanding what informal learning means.</p> <p>Of the surveys returned just over 50% have attended or completed a course. The majority of people have learnt through hobby groups. Again one of the main barriers to learning is the cost of the course, although the majority agreed that there should be some charge.</p> <p>Generally the preferred learning venue was an Adult Education Centre. However, some people are not comfortable in any formal learning establishment. Community Mums recently had a literacy project that they completed with their clients in their own homes. After completion they would bring them into the Adult Education College and show them around. This helped break down barriers for their client group.</p> <p>As it is likely that no Adult Education will be operating from TACC from 2012 there was a discussion as to whether the more vulnerable clients would find the new Thurrock Learning Campus welcoming enough for them. It was agreed that it is up to the facilitator to make it welcoming. The venue should not matter. Having someone to link up with before the course would be beneficial for the client.</p> <p>Lump sum payments prove difficult for some clients. Many of the colleges do have to ask people to pay at the outset to ensure that the course can be run. SW advised that if people do have genuine financial hardship they could come to some agreement with the</p>	

	<p>college.</p> <p>SW advised that results from the survey will be useful in future planning. Would be happy for TACC to host another event in the future but we would need to raise more awareness of the event to ensure success.</p>	
<b>4</b>	<p><b>Mapping of PCDL – update on progress</b></p> <p>JJ circulated updated mapping spreadsheet of PCDL in Thurrock. Will forward an electronic copy to MW for circulation.</p> <p>The original exercise was just to see what informal learning existed in Thurrock. It would now be good to publish this onto a website.</p> <p>MW suggested that JJ sent a blanket email to all parties on the mapping spreadsheet asking if they are happy for their details to be published, stating that if there if no response within 10 days we will assume that this is okay.</p>	<p>JJ/MW/SS</p> <p>JJ</p>
<b>5</b>	<p><b>Initial suggestions for filling identified gaps</b></p> <p>SW may need to co-fund learning for those with mental health difficulties with PCT.</p> <p>JJ the LSC is awaiting a Command Paper to be published. Until then they cannot give any further direction.</p> <p>MW Partners to identify what is missing and feedback at the next meeting.</p> <p>JJ advised that there is a library database that detail a lot of informal learning in Thurrock. Website:- <a href="http://www.thurrock-community.org.uk">www.thurrock-community.org.uk</a> It was considered useful once found but it was not easy to find.</p> <p>SW advised that TACC could put a page or two about PCDL in their prospectus. This is due to be published in June. Would require everyone's input into this. Will forward details of when information is needed by to go to print.</p>	<p>SW</p>
<b>6</b>	<p><b>Adult Learners Week 2009 – 3 projects agreed at the last meeting</b></p> <p>MW asked AL if he would like to take on the Adult Learners Week' demystifying universities project following Ola Kanu's departure. AL agreed; will be looking to other Partners for support SW advised that TACC would be happy to host this event. SW/AL to meet to discuss.</p> <p>SW will arrange for the Geton2geton bus to be available during Adult Learners' Week.</p> <p>Angie Holland, Community Mums, was not at the meeting. SW to email AH to ask if she is happy to go forward with the sofa idea. Also who would she like to share this with. Could consider hiring space in Grays Shopping Centre as it would not matter about the weather as</p>	<p>AL/SW</p> <p>SW</p> <p>SW</p>

	<p>all undercover.</p> <p>Adult Learners' Week begins Saturday 9<sup>th</sup> May.</p>	
7	<p><b>AOB</b></p> <p>HP advised the group about the work that Together undertake and circulated a leaflet detailing their Structured Day Programme. Clients do not self refer they are referred through Oasis. They run courses for aged 18+. Together are holding a Well Being week in the future would like to hold and art event.</p> <p>KH on 5<sup>th</sup> &amp; 6<sup>th</sup> March SE Partnership NHS Foundation Trust are putting on an Open Arts Showcase at Southend Central Library. There will be exhibitions of paintings, drawings, sculpture, and photography. Students will be taking about their experiences. Well-being like informal learning is a very wide subject. SW would be happy to offer the venue for future events. Would also be happy for one of their governors (Miles) to get involved. SW will arrange for Miles to speak to Kirsten.</p> <p>KH happy to provide artist and materials.</p> <p>SW/KH to agree dates (possibly week beginning 20<sup>th</sup> April or May half term)</p>	<p>SW</p> <p>SW/KH</p>
	<p><b>Future Meetings:</b> Frequency agreed as bi-monthly/quarterly</p> <p><b>Next meeting:</b></p> <p style="text-align: center;"><b>10 June 2009 at 2.00pm</b> at <b>Thurrock Adult Community College</b></p>	