

SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATIONAL CENTRE (SYPRC)

MINUTES OF MANAGEMENT COMMITTEE MEETING ON 24 FEBRUARY 2021 VIA ZOOM

In attendance: Ruth Buckmaster (RB); David Royle (DR); Craig Chester (CC); Gemma Felstead (GF); Salvatore Pagdades (SP); Gill Hawkins (GH); Annelise Furnace (AF); Angela Alder (AA); Ron Alder (RA).

ITEM	SUBJECT	ACTION
1.	Apologies: Lisa Dale (LD)	
2.	Notification of Any Other Business: AGM; LD as signatory; Julia Urquhart co-option to redevelopment sub-committee; committee members hiring hall.	
3.	Minutes of December: approved (GF proposed, CC seconded). (Note: DR signing pp RB and filing during Zoom era.)	
	<p>Matters Arising:</p> <p>CDA conference feedback: CCTV: DR to contact HWVH contact re supplier/cost; GH has applied for Lottery grant of £3000; Email addresses: SP to set up domain name and password and email addresses for officers (chair@ etc.) ; other members can choose to keep existing or get a new one.</p> <p>Bike racks: Clarion grant for £5k received for rack and five benches (on order, 12-week lead time); Broadmead will do rack base around mid-March.</p> <p>Committee: Julia Urquhart (see AOB) and CC contact at Leventhorpe possibles for appointment at AGM.</p> <p>Film Club: LD/CC/SP looked at YC cupboard; plan is to offer YC one more opportunity to clear and £100 for cabinet with keys, £50 with no keys. RB to write copying in Mark Hughes; may be HCC equipment or donated; is all else fails take to Bishop's Stortford YC. CC had circulated email re equipment costs. Agreed to go ahead with purchases indicated, from grants. Early July start prosed for the Club.</p>	<p>DR</p> <p>GH</p> <p>SP</p> <p>AF</p> <p>CC/GH/RB</p>
4.	Finance and grants: Current: £16853.55; £14828.15 after pending payments. Reserve: £15003.48. DR reported that the £1k utilities grant from STC would be paid shortly but the budgeted £2k playscheme support would not as it had not taken place. RB and AF had a useful meeting with the new Clarion contact; we have potential access to support from Engie, a Clarion sub-contractor, who are providing a bike repair station free of charge. They put in a kitchen at Little Hadham VH.	RB/AF
5.	Centre Manager's report: circulated in advance of the meeting. Members wished to record their thanks for all LD's hard work for SYPRC, especially during Covid restrictions. Much appreciated. Damaged gate: parent's details had been passed on. GF offered to contact our insurers for advice on procedure. Dog fouling: AGREED to ask LD to prepare new signs costs for next meeting when we can agree wording; one for each gate; large. AA suggested article in the Independent/Flyer/on Facebook pointing out that the filed is in trust/run by volunteers so not strictly public and for children's use so not for dog walking. RB reported correspondence with a neighbour on rewilding a strip round the	<p>LD/GF</p> <p>LD</p> <p>RB</p>

	perimeter of the field and an enquiry about establishing a tennis-court sized Tiny Forest on the field. AGREED to consider wild meadow options on part of field subject to conversation with SD re sports use and respond to neighbour accordingly, Tiny Forest not feasible.	RB
6.	Facebook/social media: SP reported that SYPRC domain is available; he proposes to use Canva templates (GF has Pro version if needed); contact phone number needs to be confirmed with LD	SP/LD
7.	Playground maintenance. Broadmead report circulated by AF. AGREED: junior swings repair costing £240. AF to check training course dates for Neil re weekly inspections. Car park: SD suggestion needs to be discussed at a meeting and site inspection. GF mentioned approach from developer seeking local volunteering opportunities but not clear what that would involve. She is following up. Path: no action needed immediately as weather improving. Relatively expensive quote from Broadmead.	GF/LD/AF SD/GF
8.	Building redevelopment: RB reported on conversations with architect and costs also with Little Hadham Village Hall contact. AGREED to pay for drawings needed for planning application then pause. Hoping to arrange a briefing on Section 106 process. Julia Urquhart, GF contact, a local quantity surveyor who would be happy to join the redevelopment sub-committee and give advice. She would also be willing to join the main committee. AGREED to coopt her onto the redevelopment sub-committee and ask her to look at plans before paying for drawings. RB to circulate latest plans to those not on the sub-committee.	RB/GF RB
9.	AOB: AGM: AGREED to hold one before end July in person if feasible or by Zoom [councillor nominations will be confirmed at May Town Council Annual Meeting]. AGREED to add LD as bank signatory. Committee members hiring hall free of charge/at a discount for private use: consider/clarify at next meeting.	All GF All
10.	Agenda items for next meeting: committee members hiring the hall; AGM.	
11.	Date of next meeting: Wednesday 28 April 2021 via Zoom at 1930. DR to send link.	DR

SIGNED: _____ (DAVID ROYLE) pp (RUTH BUCKMASTER)

DATE: _____ 2021