

SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATION CENTRE

MINUTES OF MANAGEMENT COMMITTEE MEETING ON 5 JUNE 2019 AT BULLFIELDS SYPRC

In attendance: Ruth Buckmaster (RB); David Royle (DR); Annelise Berendt-Furnace (AB); Gill Hawkins (GH); Angela Alder (AA); Ron Alder (RA); Gemma Felstead (GF); Steve Day (SD).

| ITEM | SUBJECT | ACTION |
|-------------|--|---|
| 1. | Apologies for absence: None. | |
| 2. | Notification of Any Other Business: grass cutting | |
| 3. | Minutes of February: approved and signed. | |
| 4. | <p>Matters arising:</p> <ul style="list-style-type: none"> • Playground equipment: monthly inspections ongoing; bins: repair and new one will cost £550 in total; agreed to check bank balance once updated and possible grants. Medium risk identified in perimeter gate; SD agreed to arrange for a contact to check what needs doing. • Finance: GF reported that AA signature needs updating and requires a letter on headed paper, she will pass on forms to AA. This has delayed access to up-to-date statements; balances to end March are £7,642.13 (current account) and £1,871 (Reserve). Grant cheques from EHC and Stansted received totalling £11,000. Insurance information to follow. Future reports will show income and expenditure against budget. Previous practice was only to give balances. • Youth Connexions/Youth café: following agreement at the April meeting to offer holiday cover, RB, AB and DR met with Russell Cairns to discuss options; they have a youth worker available for five weeks in the summer but cannot afford hall hiring cost. RB and AB are also meeting Clarion Housing to see what grant support they might provide. • AGREED: to waive hall hiring fee and explore grant funding; a committee member would need to be present on a rota basis to ensure hall is tidy, litter picked up etc. • AA noted that funding is available from CVS for cleaning e.g. after Playscheme but applications need to be made February/March. | <p>AB/GH/GF/SD</p> <p>GF/AA</p> <p>GF</p> <p>RB/AB/GH</p> |
| 5. | AGM: RB thanked everyone for their contributions, especially Lisa for all her work as Centre Manager. Everyone needs to work together for the benefit of the Hall and look forward. | ALL |
| 6. | Any other business: grass cutting. SD will investigate a grant from the FA. AGREED: to go ahead with cutting if under £500. Agree by email. After initial cut only about 1.5 hours' work. | SD |
| 7. | Date of next meeting: WEDNESDAY 26 JUNE AT 1930 AT BULLFIELDS | ALL |

SIGNED: _____ (RUTH BUCKMASTER)

DATE: _____ 2019

DRAFT