

SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATIONAL CENTRE (SYPRC)

MINUTES OF MANAGEMENT COMMITTEE MEETING ON 9 DECEMBER VIA ZOOM

In attendance: Ruth Buckmaster (RB); David Royle (DR); Craig Chester (CC); Salvatore Pagdades (SP); Gill Hawkins (GH); Annelise Furnace (AF); Ron Alder (RA); Lisa Dale (LD)

ITEM	SUBJECT	ACTION
1.	Apologies: Angela Alder; Gemma Felstead; Steve Day.	
2.	Notification of Any Other Business: CDA Conference feedback (DR email of 031220).	
3.	Minutes of 28 October: approved (CC proposed, GH seconded). (Note: DR signing pp RB and filing during Zoom era.)	
	Matters Arising: None. CCTV needs to be discussed with SD.	SD
4.	Finance and grants: Current: £9835.77; Reserve: £20003.48. RB to ask GF re £5000 reduction in current balance since end October. Grants: no further update; GH exploring possible grant for CCTV via National Lottery. Clarion: AF spoke to bench and cycle rack quotations circulated by email; AGREED: to spend £5000 ring fenced by Clarion on 5 benches and 8-cycle toast rack. Total cost: £5266.80. Balance from SYPRC account.	RB/GF AF/GF
5.	Centre Manager's report: all hirers back except YC; one complaint about closing gates; children loitering but no issues, no need to lock every day. PAT testing next week. Broken window: unclear how it happened, HWPSN reported; LD got Andrews Glass to fix lock and cracked pane.	LD
6.	Facebook/social media: RB noted that we need an online presence; we have a Facebook page but not updated (e.g. old phone number etc.). SP offered to help and LD with guidance. CC will talk to Leventhorpe colleague Mr Finn who lives nearby; he could perhaps work with SP on this and join committee. Noted that we still need to replace Honey Conquest and GF.	CC/SP/LD/RB
7.	Playground maintenance. Zip wire replaced; no issues from November report. GF to confirm if Neil is doing and charging for weekly inspection.	GF/LD/AF
8.	Building redevelopment: updated plans received; meeting in the New Year; sub-committee members to confirm availability to RB.	RB/CC/GH/GF/DR/LD
9.	AOB: Film Club: CC reported that this has not been forgotten but suggested a May launch; need to buy equipment (February) and licence from grants received. Possible support from local businesses e.g. CJs (keen), Nisa, Squisita etc, via tokens. Insurance: RB instructed GF to renew; we should look at other quotations next year.	CC/GH/GF
10.	Agenda items for next meeting: CDA Conference feedback; CCTV; Facebook and social media; committee members/Treasurer.	
11.	Date of next meeting: Wednesday 10 February 2021 via Zoom at 2000. DR to send link.	DR

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

DATE: _____ 2020