

SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATION CENTRE

MINUTES OF MANAGEMENT COMMITTEE MEETING ON 4 SEPTEMBER 2018 AT BULLFIELDS SYPRC

In attendance: Ruth Buckmaster (RB); David Royle (DR); Annelise Berendt (AB); Gill Hawkins (GH); Steve Day (SD); Gemma Felstead (GF); Lisa Dale (Centre Manager)

ITEM	SUBJECT	ACTION
1.	Apologies for absence: Angela (EHDC meeting) and Ron Alder (football match); Victoria Luck (family commitment); Joanne Sargent (no reason given).	
	<p>Presentation by Tim Hayward-Smith (THS) of CDA Herts:</p> <ul style="list-style-type: none"> • Defra funded support for village halls and community buildings • Active on rural issues, including mental health and loneliness; rural youth forum ending; affordable rural housing surveys; community-led housing, enterprises, energy • SYPRC unusual in youth focus; links to Proaction who support youth activities (CEO Dave Green) • Advice and Links available re insurance, utilities, design and building • Conference 5 December; network 17 October at High Wych; E-Bulletin • Grants: Herts Sports Partnership; Herts Community Foundation; EHDC; Biffa • <i>Note that THS has since provided links shared with RB, GH etc.</i> 	
2.	Notification of Any Other Business: Rues of Management update	DR
3.	Minutes of 3 July 2018: approved and signed with correction to Lisa Dale surname.	
4	<p>Matters arising:</p> <ul style="list-style-type: none"> • Architect/extension advice: Victoria still chasing her contacts. <i>[CDA has provided possible contacts]</i> • Broadband: possible fast connections from BT and Virgin. Pre-school nursery using and paying for BT Open Reach, taken over from previous hirer, could be part of any new arrangement. • Request from Youth Connexions for additional hiring for summer activities; not followed up by YC. 	<p>VL</p> <p>AB</p>
5.	<p>Finance update: as at July balances £22041.74 (Current) and £1869.13 (Business Savings Account). No update on alternative account once Barclays moves. JS confirmed that she is willing to stay on as Treasurer until December 2018.</p> <p>Grants: GH dealing with East Herts application online, early October deadline; questions about SYPRC eligibility, need to stress threat to number of users and future users if we don't expand/improve facilities (300 users per week); ongoing funding needed e.g. for Youth café; Evangelical Church interested in this idea (GF); upgrade SYPRC kitchen?</p> <p>Need users' Child Protection Policies (DR to email request)</p>	<p>JS</p> <p>GH</p> <p>DR</p>
6.	Centre Manager's Report: further problems with litter bins and graffiti on shelter; Centre fully utilised in summer; window fixed, just screws missing; possible to add door to outside at a possible cost of £1000-1500 (need to add to development plan). Porch wear and tear issue, needs securing. Woodturners starting soon, 4 th Tuesday;	LD

	Active East Herts skateboarding (safety/balance/control raining) on Fridays for 5-7-year olds, six-week course. Some unofficial football training noticed by LD and 'organiser' challenged, apparently 'authorised' by Pres-school Nursery Chair (RB will follow up). Picnic benches for Spring 2019, permanent near fence; LD to research costs; location to be discussed with potential users.	RB LD
7.	Hiring policy: agreed to increase rates from 1 January 2019 to £13 weekdays; £17 and £21 (1800 to 2330) Saturdays; £17 Sundays; LD to notify users and to consider policy on hiring field further at next meeting. Rates to be reviewed at September meeting each year and increased for the following January.	LD All
8.	Business Plan update: deferred to next meeting	All
9.	Any Other Business: discussion of Rules of Management update and non-attendance at meetings deferred to next meeting	DR
10.	Date of next meeting (at Bullfields at 1930): Tuesday 6 November 2018 (agreed that this is best day as Centre is free and later timing suits the majority)	All

SIGNED: _____ (RUTH BUCKMASTER)

DATE: _____ 2018