

**SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATIONAL CENTRE (SYPRC)**  
**MINUTES OF MANAGEMENT COMMITTEE MEETING ON 26 JANUARY 2022**  
**AT BULLFIELDS**

**In attendance: Ruth Buckmaster (RB); Gill Hawkins (GH); Angela Alder (AA); Annelise Furnace (AF); David Royle (DR); Lisa Rodrigues (LR); James Barnard (JB); Lisa Dale (LD)**

ITEM	SUBJECT	ACTION
1.	<b>Apologies</b> : Craig Chester (Covid) ; Angus Parsad-Wyatt (APW ; business commitment).	
2.	<b>Minutes of 23 November 2021 and 11 January 2022:</b> approved and signed. AA proposed, GH seconded. Matters Arising: as per Agenda	
3.	<b>Notification of Any Other Business:</b> None	
4.	<b>Response to letter from the HWPSN;</b> circulated draft was unanimously approved. RB will email.  <b>Kitchen/cooker.</b> RB/AF confirmed Clarion grant of £500 for cooker and units; RB/LD to get updated price form Lodge; larger cooker chosen with reflector so worktop can butt up to it; dark worktop(grey) and whiter or grey tiles; S106/Youth Services money for fitting confirmed by HCC; floor under cooker may need replacing; Easter target date for completion. Clarion funding deadline end March but not an issue.	<b>RB</b>  <b>RB/LD</b>
5.	<b>CCTV:</b> LD to get updated quotation from Town Council supplier.	<b>LD/RB</b>
6.	<b>Film Club:</b> LR reported that Leventhorpe Y8 enjoyed their event, and the Head of Year would like to repeat. Not enough chairs (we have 65/60), storage issue. DR to ask Peter Lee where they get theirs from.	<b>CC</b> <b>DR</b>
7.	<b>Committee Membership: APW, LR and JB all co-opted unanimously.</b> We now have nine members but still need a Treasurer or someone who will keep the books, does not necessarily have to come to committee meetings. Members asked to think who might help us out.	<b>All</b>
8.	<b>Finance and grants: Accounts balances as of 31 December 2021: £14327.21; £1876.38; Reserve: £50679.49. Omicron grant available of £2000 plus; Gemma Felstead investigating.</b> New insurer in place saving £300 and three-year energy contract through Utility Aid with SSE Energy Solutions to minimise cost increase. We are due a refund of £168 from British Gas.	
9.	<b>Centre Manager's Report:</b> no major issues; weekend party bookings starting to come in; ongoing issue with HWPSN not clearing up fully; e-	<b>LD/RB/DR</b>

	scooter marks in toilet not removable; incidents before and after Thursday with attendees at youth club meetings which LD/husband try to monitor; Diverse have reported issues to 101 and 999, encouraged to use Echo; PCSOs have not visited; <b>AGREED (1) record/photograph and report issues to HWPSN; (2) DR to draft note to Inspector Mark Collins re Thursday incidents and PCSO support cc Mark Hughes at HCC; (3) RB to mention issues at Town Council on 31 January.</b>	
<b>10.</b>	<b>Facebook and Social Media Update:</b> RB to ask APW if he can help with this; Gemma Felstead had sign-in details.	<b>RB/APW</b>
<b>11.</b>	<p><b>Maintenance and Repairs</b></p> <p>Playground: <b>AGREED: to go ahead with all outstanding repairs. Cost £766.</b></p> <p>Trees: <b>AGREED: to investigate support for watering from March from ATC (DR)/other hirers/Sustainable Sawbridgeworth group. Investigate possible water butt location.</b></p> <p>Car park/field access: <b>AGREED: GH to follow up quote from Spellbrook company used by the Scouts for their car park (gravel finish); clarify/confirm quote from Broadmead for car park and field entrance (matting; drainage; raise level to allow water to run away?).</b></p> <p>Rooflight: HWPSN objected to rooflight being completely painted over so work stopped; <b>AGREED: LD to contact contactor to see if he can/is willing to finish the job.</b></p>	<p><b>AF/RB</b></p> <p><b>DR/AF/LD</b></p> <p><b>GH</b></p> <p><b>LD</b></p>
<b>12.</b>	<b>EHVHBC November 2021 conference report:</b> noted.	
<b>13.</b>	<b>Any Other Business: None</b>	
<b>15.</b>	<b>Dates of Next Meetings:</b> Wednesdays 23 March and 4 May at 1930.	

**SIGNED:** \_\_\_\_\_ **(RUTH BUCKMASTER)**

**DATE:** \_\_\_\_\_ **2022**