SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATION CENTRE

MINUTES OF MANAGEMENT COMMITTEE MEETING 1 MAY 2018 AT BULLFIELDS SYPRC

In attendance: Ruth Buckmaster, Chairman (RB); David Royle (DR) Secretary; Annelise Berendt (AB); Gill Hawkins (GH); Steve Day (SD)

ITEM	SUBJECT	ACTION
1.	Apologies for absence: Angela and Ron Alder (AA/RA); Joanne	
	Sargant (JS); Lisa Day (LD). Absent : Sotiri Adamopoulos (SA); Harriet	
	Smith (HS)	
2.	Notification of Any Other Business: Play scheme; flooring	
3.	Minutes of 13 February and 27 March Special Meeting 2018:	
	approved	
4	Matters arising:	
	 Review of trust deed and Rules of Management: completed but AB pointed out that paragraph 5 excludes residents under 18 form the AGM. DR to re-review and suggest further improvements. 	DR
	 Grass cutting: SD in contact with STC but awaiting first cut (weather permitting) so he can arrange to cut shorter for football training. Backlog of games at STFC. 	SD/JS
	Architect contact/site visit: no information	JS
	Other items covered in the agenda.	
3.	Finance update: no report received; new Barclays mandate	JS
	completed	
4.	Centre Manager's Report (emailed): 'Floor quote and samples with	LD
	Ruth. I have nothing much to report since our last meeting –	
	bookings are still plentiful. CVS have just got in contact to say they	
	do not need our tables for the May Fayre this year as the Memorial	
_	Hall are lending them all they need.	
5.	Business Plan/priorities and projects; grant applications	/ /
	 Agreed that we need a prioritised strategy rather than a business plan as such for the AGM with some idea of costs and funding sources. 	RB/DR/GH
	 RB has spoken to EHDC Planning Officer: unlikely to be a problem if we extend at the back behind the changing rooms to the edge of the field; need to provide a detailed plan with elevations and photos; initial application cost £300, further cost for main application. Probable that S106 money form new housing will be used on Mandeville expansion and highways reconfiguration. Possible funding source via County New Homes Bonus. Support from developer architects? RB has visited Manuden village hall; will try to arrange site visit; they have MUGA etc. funded from S106. Agreed to explore possible funding from Football Association for 	
	artificial pitch in view of STFC needs and under-provision of playing fields in the town (take out of District Plan). GH to investigate.	GH/SD
	 Agreed to explore support from CDA: good examples of halls and funding sources etc. Assumed we have joined CDA [confirmed by JS]. 	DR/RB

	GH to explore grant options including EHDC new round of	GH/RB
	 community grants using deprivation area argument (improved flooring = more usage); Stansted trust and community funds; Veolia for flooring, car park. Agreed that fund-raising activities will be needed, for example a quiz, Christmas Fayre etc. to provide matched funding 	All
6.	Any Other Business	
	Play scheme: poster discussed; RB would like to see town parents given booking opportunity from 1 to 30 June rather than only from 13 June.	RB/LD
	Flooring quote: only one so far received; £9000 downstairs; £3250 upstairs. SD will chase up two other potential local suppliers who haven't responded.	SD/LD
	Broadband: AB mentioned government grants; will check current speed with JS/LD and funding opportunities.	AB/LD/JS
	User surveys: agreed that we should use Survey Monkey and/or interviews (e.g. High Wych pre-Nursery) to get feedback from hirers. DR will discuss what additional facilities young people would like with Town School Council in June	AB/RB/JS/DR
7.	Dates of Next Meetings (all at Bullfields at 1930)	DR/All
	 Tuesday 3 July (AGM) at 1900, followed by AGM at 1930. DR to ask committee members if they are willing to stand again; council members will be confirmed at STC Annual Meeting on 21 May. Agreed that we should publicise the AGM more actively with posters and that we should try to include more younger members on the committee or as associate members and involve PCSOs (via reports at least) if possible. DR to explore links with Leventhorpe (Head Boy/Girl, student 	RB/AII
	voice representatives etc.); other youth groups?	DR

SIGNED:	(RUTH BUCKMASTER)		

DATE: _____2018