

SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATION CENTRE

MINUTES OF MANAGEMENT COMMITTEE MEETING ON 24 APRIL 2019 AT BULLFIELDS SYPRC

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

ITEM	SUBJECT	ACTION
1.	Apologies for absence: Steve Day; Lisa Dale; Sotirios Adamopoulos was absent.	
2.	Notification of Any Other Business: None	
3.	Minutes of February: approved and signed with corrections to typos.	DR
	<p>Matters arising:</p> <ul style="list-style-type: none"> AA asked to be involved in any future architect visits as Vice Chairman. Playground equipment: monitoring and repairs ongoing. Discussion of additional bins, currently four; cost likely to be around £500 plus installation. Decision to be made by email once costs confirmed. 2 x £100 repairs to refix two bins to concrete bases to go ahead. <i>[LD confirmed to DR that bins are now emptied weekly by Neil Kempthorn]</i>. Training available on 11 June; AB will notify SD. Broadband: needed for parties etc. and cost can be recovered via increased hiring fees from January 2020. TalkTalk best value at around £30 a month for 24-month contract. AB to confirm this is the charity rate. Facebook page: no update. 	<p>RB/AA</p> <p>AB</p> <p>AB</p>
4.	<p>Finance update: No update available apart from 2018 accounts presented by RB at Town Annual Meeting. Full handover with Joanne Sargant not yet complete. Income was £29708.58; Expenditure £24125.83 surplus of £5582.75. General reserve £298869.56.</p> <ul style="list-style-type: none"> Banking: TSB and Nationwide don't have charity accounts; Saffron Walden BS closing; maybe use Old Harlow or BS Barclays. Signatories will need to be changed once new Council is formed, drawn from two of Chair/Vice Chair, Secretary and Treasurer; link to online banking. Grant feedback for GH: additional hirers Junior Woodturners and Daisy Wiltshire; LD might know numbers; use photos of new floor and decorating. Increase to Town Council spending referral limit: increase to £5000 proposed by GE and seconded by AB and AGREED unanimously. 	<p>GF</p> <p>GF</p> <p>GF</p> <p>GH/LD</p> <p>RB</p>
5.	Centre Manager's Report (circulated in advance in LD's absence): (1) New hirer: Daisy Wiltshire Performing Arts (Mondays 1530-1630).	

	<p>(2) Redecoration of hall/lobby/kitchen excellent (endorsed by committee); suggested we repaint toilet areas to match (AGREED that LD should get a quotation). Blind pending: AGREED to postpone replacement until extension plans clearer.</p> <p>(3) Polling 2 and 23 May; hirers notified.</p> <p>(4) Youth Connexions will only operate in term time due to budget cuts; damaging effect on young people. Committee discussed and AGREED to offer holiday cover using three members at a time on a rota from the summer; publicise via social media and SYPRC noticeboard; will need first aid and safeguarding cover; AGREED to consult Gary Hanson for advice/possible additional adult helpers; need a name (ask users).</p> <p>(5) Diverse has booked first two full weeks of summer holidays and PlayScheme the next three.</p> <p>(6) May Fayre tables: we have three old ones and SD has 6, SMHT need 15; AGREED to lend only old ones; need to label new ones. RB will contact SD re tables he has and RB/DR will collect and take 3 SYPRC tables to May Fayre.</p> <p>(7) Child Protection policy due from Kung Fu.</p> <p>(8) RB reported that pot of unspent S106 money, £20-30k might be accessed for capital projects e.g. for toilet painting, benches, shades, lighting outside, football posts. RB to confirm availability.</p> <p>(9) AB reported on quotations for picnic benches: plastic £420 plus VAT and installation; timber £190; need to consult users on best locations in/outside play area; AB will ask about matting below benches to make grass cutting easier. AGREED to purchase four once costs confirmed including one smaller bench in fenced area.</p>	<p>LD</p> <p>RB/GE</p> <p>RB/DR</p> <p>RB</p> <p>AB</p>
6.	<p>Leventhorpe (1) parking request: discussed by email; AGREED to refuse because of potential disruption and safety issues for existing hirers. (2) student input: AGREED that input for one/two students at meetings and AGM on e.g. future needs would be welcome. DR will inform school contact. There has been recent interaction between the Council and Leventhorpe's School Council.</p>	<p>RB</p> <p>DR</p>
7.	<p>Any other business: none</p>	
8.	<p>Date of next meeting: AGM on Wednesday 5 June at 2000, preceded by brief committee meeting at 1930. <i>[Note: new Town Council will be confirmed on 8 May and SYPRC representatives confirmed on 13 May.]</i></p>	<p>RB</p>

SIGNED: _____ (RUTH BUCKMASTER)

DATE: _____ 2019