

SAWBRIDGEWORTH YOUNG PEOPLE'S RECREATIONAL CENTRE (SYPRC)

MINUTES OF MANAGEMENT COMMITTEE MEETING ON 28 APRIL 2021 VIA ZOOM

In attendance: Ruth Buckmaster (RB); David Royle (DR); Gemma Felstead (GF); Salvatore Pagdades (SP); Annelise Furnace (AF).

ITEM	SUBJECT	ACTION
1.	Apologies: Lisa Dale and Angela and Ron Alder (Internet issues); Gill Hawkins (away); Craig Chester (unwell); Steve Day	
2.	Notification of Any Other Business: attendance at meetings	
3.	Minutes of 24 February: approved (GF proposed, SP seconded). (Note: DR signing pp RB and filing during Zoom era.)	
	<p>Matters Arising:</p> <p>Car park gate damage: RB has agreed a 50:50 share of costs with HWPSN parent.</p> <p>CCTV: DR has been unable to contact HWVH contact; need to sort out Broadband first; GF circulated list of suppliers/costs during the meeting; RB will ask HardSoft if they can give advice; AGREED: defer to next meeting, ditto Email addresses (IONOS preferred supplier)</p> <p>Bike racks: hard standing laid, two weeks to cure; benches installed.</p> <p>Committee: invite Julia Urquhart (on redevelopment sub-committee) to AGM and await CC availability to ask Leventhorpe possibles for appointment at AGM. SP has spoken to possible students; we could appoint representatives from Years 11 and 12. Council representatives will be confirmed at STC meeting on 24 May.</p> <p>Committee members and hall hiring: defer discussion to next meeting.</p> <p>Film Club: defer further discussion until CC available</p>	<p>RB</p> <p>All</p> <p>CC/SP</p> <p>CC</p>
4.	Finance and grants: Current: £17839.79; Reserve: £34676.29 (including recent restart grants). Some discussion of assisting hirers if they have numbers issues; treat each case on merit. LD to advise of any issues raised.	LD
5.	Centre Manager's report: attached following the meeting; no major issues; return to occasional hirers assumed from 21 June and need to confirm that we are happy to accept Diverse's usual summer holiday booking and possibly playscheme (waiting to hear from Pathways Plus). Noted that youth group want to keep projector and were supposed to move out of our store cupboard. We will move if they don't and inform them. Restarted 22 April following risk assessment?	<p>LD/All</p> <p>RB/AF/LD</p>
6.	Facebook/social media: also needs to await return of CC	SP/CC
7.	<p>Playground maintenance. Broadmead report circulated by AF. RB and AF met Broadmead. Nothing urgent.</p> <p>Car park: Broadmead suggested we talk to Nick Mynott (RB); need to deal with holes etc in the short term and longer-term resurfacing, linked to redevelopment timetable. GF will also contact Geoff Foreman for a quotation. Need also to discuss with SD re his supplier and quotation.</p>	<p>SD/GF</p> <p>RB</p> <p>GF</p> <p>SD/ALL</p>

	Path: AGREED: to go ahead with Broadmead £800 quotation and keep flooding issue under review for a more permanent solution linked to redevelopment/car park improvement.	LD/ALL
8.	Building redevelopment: RB reported that she had received updated drawings including the car park but had returned them as they were incorrect. A sub-committee meeting would be arranged when revised plans had been received. She had been advised that it was not cost-effective to resite the containers as previously discussed. GF reported HWPSN concerns over viability of using the planned small hall in relation to numbers and staff costs. AGREED: to arrange a meeting with redevelopment sub-committee and HWPSN to clarify and discuss their concerns.	RB RB
9.	AOB: attendance at meetings; item for next agenda	All
10.	Date of next meetings: Committee: Wednesday 26 May at 1930 at SYPRC. AGM: 20 July at SYPRC at 1930 preceded by a short committee meeting at 1900	

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

DATE: _____ 2021

DRAFT