

STEYNING AREA YOUTH SERVICES

r/o 3 Hyde Square ~ Upper Beeding ~ West Sussex ~ BN44 3JE

Tel: 01903 810316

e-mail: upper.beeding @btconnect.com

Secretary: Steve Coberman

MINUTES OF A MEETING OF STEYNING AREA YOUTH SERVICES

Date: Wednesday 26th February 2014 **Time:** 2.30pm **Place:** Cuthman Centre

Present:	Trustees: D Coldwell (UBPC), R Potter (BPC) Parish reps: M Goddard (BPC) Parish officers: S Booth (SPC), S Coberman (UBPC), P Robson (BPC) Horsham Matters: E Burt, E Edwards Other: J Davies (SGS Foundation Trustee)
SAYS:0214:01 <i>Apologies</i>	Apologies were received from S Birnstingl (parish rep, UBPC), P Bowell (trustee, SPC), A Griffiths (trustee, APC), S Rogers (parish rep, SPC), H Roxby (parish officer, APC), and G Stevens (parish rep, APC).
SAYS:0214:02 <i>Minutes</i>	The minutes of 27 th November 2013 were agreed as correct.
SAYS:0214:03 <i>Matters arising</i>	0813:10 S Coberman reported that the bongo van had been insured 3 rd party for approx £360. E Edwards reported that she had now taken delivery of the van. 1013:04 D Coldwell is still to obtain a copy of the constitution. 1113:05 S Coberman reported that the bank account at HSBC was now open, and that he would liaise with the other Clerks to arrange for the correct sums to be paid into the account.
SAYS:0214:04 <i>Cuthman Centre</i>	Many meetings between relevant parties had recently taken place, and an extensive email correspondence copied. The contents of this was not reiterated. J Davies emphasised that he sees a continuing role for SAYS in the Centre, alongside the school, and reported that there was an ongoing discussion between the Foundation Trustees and the School Governors regarding who held the ultimate authority over the building. This needs to be resolved (hopefully at a planned meeting on 17 th March) between these two parties, and SAYS does not have a role in this particular discussion. However, the meeting felt that a written agreement with whoever was the agreed authority was a requirement. Further meetings between SAYS trustees, Horsham Matters, and school representatives are scheduled for the next few days.

<p>SAYS:0214:05 <i>Horsham Matters</i></p>	<p>E Burt and E Edwards tabled and spoke to written reports on youth provision delivered over the last three months, and plans for the next three months. A request was made to put the mobile skatepark in Upper Beeding MUGA one evening a week during the summer, and S Coberman was asked to put the matter to his Amenities Committee. E Edwards reported that she had an agreement on the services to be provided to school, signed by both herself and the school. 11 volunteers are now helping SAYS; a great improvement. Horsham Matters would like to keep Paul Conroy's sessional work running beyond the agreed 3 month period, and the meeting felt there would be sufficient money in the pot to finance this. E Edwards reported that a replacement pool table may soon be needed. D Coldwell thanked E Edwards on behalf of the meeting for all her efforts.</p>
<p>SAYS:0214:06 <i>Financial</i></p>	<p>It was noted that an Annual Meeting needed to be held in May, and that accounts should therefore be prepared. E Burt and E Edwards tabled and spoke to written reports on the current financial position. Requests were made in the meeting for the format to be changed to include totals rows and employment costs. E Edwards requested specific budget provision for training volunteers. It is believed that WSCC will be closing the SAYC account this week, and will be supplying the outstanding balances to SAYS via Tim Kerr.</p>
<p>SAYS:0214:07 <i>Any other business</i></p>	<p>S Coberman was asked to arrange breakdown cover for the bongo van, and to investigate the possibility of obtaining a fuel card. D Coldwell agreed to investigate via the Charity Commission whether an annual audit is required.</p>
<p>SAYS:0214:08 <i>Next meeting</i></p>	<p>It was agreed that the current format, combining trustees, parish reps, and officers, would be retained. In line with a request from the Ashurst representatives for morning meetings, the next meeting will be held at 9.30am on Wednesday 2nd April in the Cuthman Centre.</p>

The meeting closed at 4.10pm.