

## Minutes of the Slip End & District Community Projects Group meeting held at The Slip End Social Club on Tuesday 12<sup>th</sup> October 2010

**Present:** Paul Cooper – Chairman (Core), Sarah Minnighan (Core), Andy Prothero (Core), Peter Smith, Derek Worsley, Carol Brennan – Treasurer (Core), Brian Church, Steve Fuell, Sue Turner, Gordon Burton, Ken Crossett (CORE) at 9.30pm

**Apologies:** Carolyn Martin (BADRA), Veronica Williams, Lisa Wakefield of the Energy Savings Trust, David Kingston, Lorraine Law, Tony Dorrington, Janet Crawley

### Minutes of the last meeting

The minutes of the July meeting were agreed.

### The Constitution

Paul amended the Constitution Quorum from 10 to 5 and that 2 of those people must be from the Parish Council and 2 of those people must be from the Core Committee. Also Peter and Steve pointed out that we should clarify how a meeting should be called if we choose to dissolve the CPG. Paul will amend it accordingly. (PC)

### Youth Club

Attendance:

Wed 07 July – 10 children

Wed 14 July – 8 children

Wed 21 July – 10 children – Ice Skating

Wed 28 July – Closed till 08 September 2010

Wed 08 September – 5 children

Wed 15 September – 4 children

Wed 22 September – 6 children

Wed 29 September – 6 children (2 new)

Sarah only banked £61.96 for the last 4 weeks that Youth Club has been open. Sarah printed off some leaflets which Shirley had delivered to Caddington Village School and they are still there in their reception area for pupils to pick up.

The lack of interest could be attributed to the colder and darker nights, also Girl Guides and Air Cadets has started up in the area so that may affect numbers. The older children (13 yrs +) don't appear to be coming to Youth Club anymore.

The Streetdance lady was booked but she didn't show up – Shirley will re-book her. She charges £2 per child so the subs will cover this cost.

Sarah and Shirley discussed possibly changing the night from Wednesday to Thursday – this is a possibility. We are unsure as to how to increase numbers. Sarah will get information on the Girl Guides and Air Cadet groups to ascertain if they have made an impact on us. (SM)

Carol confirmed that the Grassroots grant money is almost all spent but that we haven't had our appraisal form from them. Sarah advised they will send it in due course.

Paul gave Sarah the wage slips and cheques for the employees, Sarah will pass them on. (SM)

Paul confirmed we had an environmental health inspection of the Youth Club tuck shop and passed. Paul gave the paperwork to Sarah to file. (SM)

#### Finance

Carol confirmed we have £16,054 in the bank account. The takings for village day were £2,600 and all expenditure for village day had been paid. Carol did mention that HMRC were imposing a fine on us for late lodgement of our PAYE for staff but Carol has written to them on appeal and they are looking into it. Carol will report further once she has heard back from them (CB)

#### Grants Available to CPG

Sarah confirmed she had received the E-Bulletin from Action Central Beds and most of the grants are not available to CPG. However some of the Not-For-Profit groups may qualify for the Grassroots Grant provided by Bedfordshire and Luton Community Foundation. Once we have the grant application forms back we can see if they qualify and then apply on their behalf.

Lisa Wakefield from the Energy Savings Trust gave her apologies for the meeting but asked Sarah to remind everyone that there are grants available for cavity wall and loft insulation for the over 70's. Paul asked Sarah to get the Parish News to run an article on it again. (SM)

#### Grant Application for Not-For-Profit Groups

Paul amended the covering letter and the grant application form which he gave out for approval. They were approved so Paul will forward them to Sarah for her to print off and send out. All replies will be sent to Paul for collation and discussion at the December meeting. (PC/SM)

#### Parish Plan

We are still waiting for the results of the Parish Plan. Steve Fuell gave Paul a covering letter from Rosemary Wickens which included the back page of the plan which residents were able to give their contact details if they were interested in helping out with groups and organisations. Paul will sort through these for the next meeting. (PC)

Ken, Paul, Sarah, Rosemary and Helen are looking to have a meeting to discuss the Parish Plan and gain some CPG input before the final plan is published – the date is yet to be agreed.

#### Village Day

Paul thanked Sarah for her hard work for village day and confirmed it had been a big success.

Carol proposed that Village Day should be bi-annually and Sarah reported that Janet had been in touch with some of the Not-For-Profit groups within the parish and they said they would prefer it to be bi-annually.

Paul therefore asked the group to vote and it was agreed that Village Day should be a bi-annual event. The next Village Day will be Saturday 21<sup>st</sup> July 2012.

The scouts mentioned to Sarah that they hadn't had any money back from Village Day yet but the kit we bought for them ended up costing us £100 (initially outlay £217, takings £118) so it was agreed that they could keep the kit, use up the remainder of it on their next fundraising event and keep the profit they make. Sarah will let them know (SM)

### Website

Sarah confirmed that work will resume shortly.

### Project Manager Job Description

This has been amended and will be saved until the outcome of the Parish Plan when we should be able to ascertain if we need a Project Manager.

### Slip End Task Force

Sarah spoke to Ken Crossett and it was agreed to leave this item for the November meeting

### Summer Street Issues

Holiday parking, speeding, residents permits, one way system

These were issues that Sarah thought may be relevant to the CPG but it was agreed to leave these with Parish Council

### Any Other Business

#### Playing Fields Committee

Peter Smith advised the group that the Slip End Playing Fields committee were running very low on funds to keep the hall and playing fields a viable financial concern, as it is 10 years old and maintenance is becoming an issue. The hall costs £3,500 to keep without being used at all by any clubs and the revenue only brings in £2,100 so there is a shortfall. The hall needs more daytime week day usage or more weekend usage. Children's parties are a good source of income so Paul suggested advertising the hall as available for hire for children's parties for £40 in a bid to increase revenue. Peter said he would discuss it with the committee at their next meeting.

Sarah advised the group that Ken Telford is holding a Ballroom & Sequence Dance evening at the Peter Edwards Hall on Saturday 30<sup>th</sup> October in aid of raising funds for the hall, tickets are £5. Paul said he would put the poster Sarah brought along up in The Frog (PC)

#### Christmas Presents for the Older Residents

As we are running out of time this year it was agreed that we should again buy biscuits for those residents who are over 65 and have lived in the parish for more than 5 years. Paul will check the residents list for any additions or deletions by the next meeting (PC)

Everyone was asked to keep an eye out for good value tins of quality biscuits. (EVERYONE)

Sue Turner offered storage of the biscuits in her garage (ST)

#### Aims for the Next Meeting

Confirm the amendments to The Constitution

Deals on biscuits

Updated Xmas presents list

There being no other business the Chairman confirmed that the **next meeting will be on Tuesday 9<sup>th</sup> November 2010 at The Rising Sun** and the meeting closed at 10.00pm.