



General Meeting Minutes - 26th November 2003

Item	Agenda	Action												
1.	<p>Present – Executive Committee Members – with Voting Rights.</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Glenda Sheppard – Chairperson</td> <td style="width: 33%;">Chris Bramall - Treasurer</td> <td style="width: 33%;">Colleen Studd</td> </tr> <tr> <td>Keith A Bird</td> <td>Christine Lyons</td> <td>George H Needham</td> </tr> <tr> <td>Eileen Needham</td> <td>Carmen Hancock Jones</td> <td></td> </tr> </table> <p>Present – Members & Associate Members – Without Voting Rights</p> <p>Nominated Minute Secretary: Chris Bramall</p>	Glenda Sheppard – Chairperson	Chris Bramall - Treasurer	Colleen Studd	Keith A Bird	Christine Lyons	George H Needham	Eileen Needham	Carmen Hancock Jones					
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2.	Apologies for Absence													
3.	<p>Approval of Previous Minutes.</p> <p>The previous meeting was abandoned and no minutes were presented.</p>													
4.	<p>Matters Arising not covered elsewhere in the Agenda.</p> <p>None</p>													
5.	<p>Correspondence</p> <p>V4 Letter regarding status with DCA accepting the DCA are the nominated sub group with full delegated responsibility</p> <p>Letter from BMBC regarding heating problem with details of contacts and queries.</p>													
6.	Finance Report													
6a	<p>Report</p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">General Funds –</td> <td style="width: 30%; text-align: right;">807.77</td> </tr> <tr> <td>Admin –</td> <td style="text-align: right;">57.06</td> </tr> <tr> <td>Community Audit –</td> <td style="text-align: right;">5357.77</td> </tr> <tr> <td>VAS – Publicity –</td> <td style="text-align: right;">2146.25</td> </tr> <tr> <td>Gala & Events -</td> <td style="text-align: right;">103.50</td> </tr> <tr> <td>Youth</td> <td style="text-align: right;">24.49</td> </tr> </table>	General Funds –	807.77	Admin –	57.06	Community Audit –	5357.77	VAS – Publicity –	2146.25	Gala & Events -	103.50	Youth	24.49	
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6b	<p>Legal</p> <p>Scott Mathewman provided an insurance clarity document for inclusion in the minutes.</p>													
c	<p>Funding Issues.</p> <p>The chair went to the V4 meeting and passed on the decision of the group regarding the funding allocation</p> <p>A discussion took place to agree the percentage of contribution towards the core staff as the first project from the objective 1 funding allocation.</p> <p>It was proposed by CB Proposed by GN that a 60% contribution of total cost for the partnership initiative worker and the finance/worker . Which represents 3 days in 5 days or 60%</p> <p>This was accepted unanimously by the executive but with the following conditions</p> <p>Time to be split between Great Houghton and Darfield with 40% in Great Houghton and 60% in Darfield.</p> <p>Initiative Worker to be location based between Darfield and Great Houghton on time basis and to act as co-ordinator for the entire project.</p> <p>Finance Worker location to be discussed and agreed.</p> <p>Scott Matthewman has produced finance allocation for core workers.</p> <p>ii) Current Staff Remit.</p> <p>Participation Worker, Admin Worker, Sports Development</p>													

	<p>Clarification of transfer of workers, if the post was made redundant then it can not be refilled.</p> <p>An overview of funding was provided by Scott Matthewman We must define if there is any duplication of job roles between existing workers and the new workers. We must find out if V4 wish some existing workers to work across the partnership area.</p> <p>A Vote was taken to continue the posts, proposed by CHJ, seconded by EN. This was accepted unanimously by the executive</p> <p>We have not set goals for the works as yet and this can be implemented now the community plan has been published.</p>	
7.	Activity Area Reports	
7a)	Executive Committee.	
	<p>Community Audit & Action Plan: -</p> <p>Monday at 7pm to go through the draft community plan at the Legion Club.</p>	
7b)	Steering Group	
	<p>Steering Group, Issues regarding obtaining information from the health workers by the steering group. A letter to be written to Cherry Danials regarding the operating of the steering group and copy to Robin Bates. Regarding that the steering group is not being allowed to act as the steering group of the health worker with information being with held and that if the steering group is not sorted then the funding may be pulled. A second steering "Health Sub Group" has been set up with pure professionals and no community representation.</p> <p>Proposed by KB, Seconded by CS.</p> <p>Deborah has been under pressure due to the additional work load of the centre bookings</p> <p>The centre management committee is not working efficiently with various problems and the management.</p> <p>Steering group to comment on the GM02 action plan for health. Comments to be made.</p> <p>Worker reports to be attached to minutes., no report or plan from the Health Improvement Worker.</p> <p>Concern over office layout, and lack of action.</p>	
7c)	Community Safety Group	
	<p><i>No report was given as no representative was present from the sub group.</i></p> <p>Is DAC nominated as the community subgroup and is it still operating.</p> <p>CHJ will attend the Community Safety forum on behalf of DCA.</p>	
7d)	Education	
	<i>No report</i>	
7e)	Events & Fundraising	
	<p>Funding application submitted to pioneer funding was turned down and was funded from the project fund.</p> <p>Issues had arisen when regarding workers acting under sub group direction and control of volunteers. It needs more co-operation and co-ordination in future to prevent duplication and waste of effort.</p> <p>Christmas event will be held on the 13th December – The Raffle will be drawn 3rd December 2003. Tickets & Money to be made available by Monday 1st December</p>	

7f)	Community Participation	
	<p>Fashion Show – Clothes Sale – 25th February 2004. Presentation event to Celebrate Success to be held provisionally In February.</p> <p>Gala first weekend in July, 3rd / 4th Provisionally AG to check when other gala events in the area are being planned.</p> <p>Funding for clearly defined areas but the workers do not seem to be making in roads into the defined area. We need for the workers to go into the area which have been clearly defined under the P4 funding as hard to reach.</p>	
7g)	Health	
	<i>No report</i>	
7h)	Youth Group	
	Colleen had been to visit Hull to se the existing warren project. Drop In Centre, Resource Centre, Community Enterprise Initiative.	A Glover
7i)	Other	
	<p>Credit Union – Angie really ill and project not functioning. Requires somewhere with privacy. Sandra Greatorex to monitor and review situation.</p> <p>A Community Arts Action Plan is being developed for the area typical project are – Party in the park, Gala arts festival in conjunction,</p> <p>Premises – “Tan & Go” adjoining flats, GS to investigate and contact Jackie Roe.</p>	
8)	Any Other Business	
	Articles by Tuesday Lunch for next newsletter.	
9)	Date and Venue of Next Meetings	
	Executive Committee Meeting – 2 nd December 2003 – British Legion Club	