



## General Meeting Minutes - 30<sup>th</sup> June 2004

Item	Agenda	Action												
<b>1.</b>	<p><b>Present – Executive Committee Members – with Voting Rights.</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 33%;">Chris Bramall - Treasurer</td> <td style="width: 33%;">Keith Bird – Secretary</td> <td style="width: 33%;">Colleen Studd</td> </tr> <tr> <td>Beverley Buxton</td> <td>Pat Faulkner</td> <td>Brian Lee</td> </tr> <tr> <td>Christine Lyons</td> <td>Nancy Marsh</td> <td>Eileen Needham</td> </tr> </table> <p><b>Present – Members &amp; Associate Members – Without Voting Rights</b></p> <p><b>Nominated Minute Secretary:</b> Chris Bramall</p>	Chris Bramall - Treasurer	Keith Bird – Secretary	Colleen Studd	Beverley Buxton	Pat Faulkner	Brian Lee	Christine Lyons	Nancy Marsh	Eileen Needham				
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Beverley Buxton	Pat Faulkner	Brian Lee												
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<b>2.</b>	<p><b>Apologies for Absence</b> George Needham, Glenda Sheppard – Chairperson</p>													
<b>3.</b>	<p><b>Approval</b></p> <p>Colleen stud queried why there were no minutes for the May meeting, Chris Bramall responded that due to the state of the offices which was the meeting venue, together with the low number present and the fact no urgent business was pending it was decided not to have a formal meeting. The minutes of the April meeting were proposed as an accurate account by Keith Bird &amp; seconded by Colleen Studd.</p>													
<b>4.</b>	<p><b>Matters Arising</b> None</p>													
<b>5.</b>	<p><b>Correspondence</b> B&amp;Q “You can do it awards” letter regarding unsuccessful funding application Academy of community leasership courses Barnsley College Part time Courses Brochure. Copy of Objective 1 funding letter from Jackie Mould. Application from Darfield Valley Primary School (Head: Mr C Wilkinson) was granted.</p>													
<b>6a.</b>	<p><b>Finance</b></p> <table style="width: 100%; border: none;"> <tr> <td style="width: 70%;">001 - General Funds</td> <td style="width: 30%; text-align: right;">91.77</td> </tr> <tr> <td>002 – Sports Development</td> <td style="text-align: right;">163.66</td> </tr> <tr> <td>003 – Office Revenue</td> <td style="text-align: right;">1,363.42</td> </tr> <tr> <td>008 – Gala &amp; Events</td> <td style="text-align: right;">1,250.02</td> </tr> <tr> <td>009 – Youth</td> <td style="text-align: right;">406.99 (Less £150)</td> </tr> <tr> <td>107 – Notice board</td> <td style="text-align: right;">-366.83</td> </tr> </table> <p>Outstanding Issues, Notice Board grant raised without VAT by Andrew Glover, Sandra Greateorex to review. No Receipts or Income received from Youth Event., Colleen advised that she had passed receipts to Andrew Glover. The treasurer remaindered all that all expenditure must be supported by receipts and all income must be declared.</p>	001 - General Funds	91.77	002 – Sports Development	163.66	003 – Office Revenue	1,363.42	008 – Gala & Events	1,250.02	009 – Youth	406.99 (Less £150)	107 – Notice board	-366.83	
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<b>6b</b>	<p><b>Legal</b> The solicitors have produced an initial draft which has required some amendments, when they are happy with the proof this will be brought to the management committee for ratification and decision on whether to call an SGM to decide on this issue.</p>													
<b>6c</b>	<p><b>Funding Issues</b> Today marks the final official day of pioneer funding, Glenda tonight is at Villges 4 with Objective 1 to obtain decisions on the business plan, accommodation and others.</p>													
<b>6d</b>	<p><b>Under Spend</b> A special management meeting was held on the 21<sup>st</sup> June regarding the V4 under spend. A total under spend on the V4 grant of £7,653.98 was recorded, of this £1,298.37 was authorised for further expenditure leaving an under spend balance of £6,355.61 Concern was expressed that full details of the V4 Healthy Living project have not been provided.</p>													
<b>7a.</b>	<p><b>Executive Committee</b> The executive is advised regarding Andrew Glovers decision to leave with effect from the 30<sup>th</sup> June 2004. The new post under the objective 1 funding will hopefully be advertised in due course..</p>													



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<b>7b</b>	<p><b>Steering Group</b>  A report from Glenda was given.  The steering group is continuing to work well. Workers reports are available from Barbara and will be attached to the minutes.</p>	
	<p>With Andrew Glover leaving work will be covered between Adam, Glenda, Sandra, Chris &amp; Keith.</p>	
<b>7c</b>	<p><b>Events</b>  30 Stalls have confirmed. Roundabout, Hook a Duck, etc</p> <p>Van to be loaded on Friday night  8am set up &amp; lay out field  5pm Take down &amp; Clear Fireld  All hands required for 8m.</p>	
<b>7d</b>	<p><b>Youth Sub Group.</b>  Colleen Studd reported that 22 had turned up for the Youth event.</p>	
<b>7e</b>	<p><b>Objective 1 / Villages 4</b>  The SRB business plan has been amended to take into account the changes the current draft was provided at the meeting for information purposes..</p>	
<b>7f</b>	<p><b>Community Action Plan</b>  G Sheppard requested that at the next meeting we set dates for monitoring and reviewing our action plan.</p>	OUTSTANDING
<b>7g</b>	<p><b>Premises</b>  Insurance quotes are being sought, Application forms have been submitted but as yet no reply's  Furniture &amp; Fittings,  Recruit part time office cleaner is needed</p>	
<b>7h</b>	<p><b>Parks</b>  3 meetings since last minutes, mike Andrews attended first meeting with outline plans, prioritized the wish list , Sam rob king has been to second meeting, project manager for all parks projects , will produce design and scope meeting with BMBC to undertake design scopes, produced milestones for dates for a December 2005 completion.  Mike Andrews applied to Sport England £270k, successful on phase 1, to be submitted by October to align all pots of money. 3 designs matching funding requirements, Mike Andrews agreed to be the accountable person to ensure that it is completed.</p> <p>Mike Andrews has received correspondence from councillors to have a representative on the park group.</p> <p>Mike Andrews has advised that the scouts has been given permission to build on the common land opposite the Longbow. Keith to set a meeting up with the scouts regarding community use. Brian Lee &amp; Keith Bird , proposed CB seconded Colleen.</p>	



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### 8. Urgent Business

Kieth Bird asked for progress report on the following items.  
Notice Boards action and report – with planning permission  
Rose Avenue -  
Under spend,  
Newsletter & delivery's.

At this point the meeting was joined by Glenda Sheppard who had the following to report from V4 –

1. Health Improvement Workers – £250 rent for 1 worker for 5 days to Darfield other worker to Gt Houghton
2. Underpinning funding
3. agreement to recruit for new post via VAB
4. Objective 1 agreed content in principle business plan goes to V4 on 12<sup>th</sup> July Management Meeting
5. Objective 1 Contract had not been circulated to V4 Management board.
6. Short Listing on 5<sup>th</sup> July for Initiative & Monitoring workers
7. Partnership Initiative to be interviewed on 14<sup>th</sup> July
8. Monitoring / Finance to be interviewed on 19<sup>th</sup> July
9. Interview Panel – Dorothy, Glenda, Objective 1.
10. Service Level agreement between us and V4.

### 9. Next Meeting

Date and Time of next meeting August 4<sup>th</sup> 2004 at 7.00  
The meeting closed at 9.30

### Circulation List

Glenda Sheppard – Chairperson  
Beverley Buxton  
Christine Lyons  
George Needham

Chris Bramall - Treasurer  
Pat Faulkner  
Nancy Marsh  
Colleen Studd

Keith Bird – Secretary  
Brian Lee  
Eileen Needham