

MINUTES OF THE HAVA MEETING

Held on 13th February 2018 at 19-.20.00

| Attendees | Present | Apologies | Absent |
|----------------------------------|---------|-----------|--------|
| Deborah Howarth | x | | |
| Cherie Cartwright (treasurer) | x | | |
| Christine Underwood | x | | |
| Maureen Lindsay (chair) | x | | |
| Leon Corbett (LTO) | | x | |
| Lucinda Yeadon | x | | |
| Christine Green | x | | |
| Kizzy Sheehan | | x | |
| Tim Clarke (vice chair) | x | | |
| Barbara Brett | X | | |
| Steve Skinner | | x | |
| Robert Esterine | | | x |
| Tony Marshall | | x | |
| Sam Peters Esterine | | | x |
| Stuart Byrne | | | x |

| Item | Action |
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| <p>1 Apologies –Steve, Leon, Kizzy and Tony.</p> <p>Barbara Brett has now returned to the Board and was welcomed by everyone.</p> | |
| <p>2 The minutes of the previous meeting was agreed.</p> | |
| <p>3 Action points. – School are still having work done on the buildings, may be possible to use the facilities after this has been completed.</p> <p>Details of the Kirkstall Forge project have been handed out and whilst comments are positive not much of a take up in this area. It was felt maybe the age range was too narrow.</p> | |
| <p>4 Planning permission has finally arrived and even though it is a month later than expected we can still get back on track for it to be completed by the end of June 2018. A meeting during the day of the 15th of March will be held in the office to discuss the tenders received and a full presentation to the community for final decision is to be held on the 20th March. With a final confirmation meeting on the 27th March</p> <p>Action Deborah to enquire as to availability of the Conservative Club</p> <p>Maureen is planning on visiting local skateparks to find out preferred facilities</p> | <p>Deborah</p> |

| Item | | Action |
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| | and advise of meeting. | |
| 5 | Minutes of the away day were given to the Board as not all were present. From the Action log it was confirmed that the commuted sum that LCC agreed to fund was for phase 1 only but covered the full 10 years. The commuted sums for phase 2 and 3 need to be determined/negotiated. A monthly spend report will now be given to the Board by Leon as requested. | |
| 6 | A finance report was received from the Cardigan Centre and Deborah issued the Board with the transactions for the last 2 months. The bill for the Christmas tree has not yet been received In future this will just be for the previous month but no Board meeting was held in January. It was decided that the Board would like to see a monthly total as well as the transactions, which include headings as there was some difficulty understanding the print out given. Details of funding left would also be useful Action – Cherie to discuss this with Leon | Cherie |
| 7 | Maureen showed the Board the New Bulletin she has produced and the streets she has already delivered to. Further streets were taken and Deborah to do the remainder next week. Action Deborah to Deliver | Deborah |
| 8 | A grant application has been received from a local resident who is wanting to start up a garden waste and rubbish removal business with his son. They have managed to buy a van and were wanting funding towards business set up. – Licence for tipping, liability insurance etc. They were requesting £1000. It was felt that this may not be enough and Lucinda offered to get one of her colleagues who works in this area to meet with them and discuss costings. The Board agreed that this was a good plan and funding should be given, but will wait until discussions have be had to make sure the application does not need amending. The reason for this was it was felt we would rather support a business fully to start up rather than underfund and it fail before it got the chance to start. Action Lucinda to arrange meeting | Lucinda |
| 9 | Maureen requested we pay a cleaner to come and clean the office. It was felt that we should approach Martin to ask if his cleaner would be available to do this. | Deborah |
| | Cherie informed the Board that the Church (as landlords) would be doing an inspection of the whole building for the annual report and this would include the HAVA office Action Cherie to inform Deborah when this is to be done | Deborah |

Item**Action**

The date for the AGM was discussed and it was decided that April 7th was the best date and if the Village hall was not available to try for the 21st.

Action Deborah to enquire on availability of hall

Deborah

The meeting closed at 8pm

Date of next meeting 13th March at 7pm

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