

Minutes of Hava Committee Meeting Wednesday 13th April 2016 Cragside
Community Centre

After refreshments the meeting started at 6.10

Present. Duncan Scobie, Christine Green, Jude Smith, Tim Clarke, Michael Keenan, Michaela Vickers, Kizzy Sheehan, Steve Skinner, Leon Corbett, Christine Underwood, Trevor Underwood, Maureen Lindsay, Lucinda Yeadon, Martin Newton, Barbara Brett, Deborah Howarth

Apologies Calei Smith and Dominik Klinikowski

Everyone quickly introduced themselves as this was the first board meeting for many.

The minutes of the previous meeting were not available as they were taken by Dominik and had not been passed on before he went on holiday. Consequently there were no matters arising but once the minutes are received should there be any they will be discussed at the next meeting.

Steve Skinner explained how the Big Local Works and a "How we work together on the Board policy" was discussed and agreed. (see attached).

Now we have a new Board the momentum of events should pick up. The Action plan was gone through and it was decided we need to look into getting the Credit Union kick started again as it has stopped.

A meeting was held with Duncan Leon and Alex and it was agreed that the full financial report would be available by the end of April. Alex was still on his way so discussion of financial matters were delayed until he arrived. It was decided a list of grants given in year one was to be produced for future reference as some grants were given for ongoing projects. (Deborah to produce) It was agreed that the action plan was to be updated as and when needed.

Business Grants are on hold until the criteria is clarified, Steve is to provide criteria from other groups as a guide.

Leon introduced himself and advised that following the sudden departure of John he had now taken over his role and was now developing an action plan for Rozina and Deborah, who would be working together with a focus on outcomes and weekly work sheets sent to him. Community projects were discussed and a poster requesting ideas from the community is to be produced. Kirkstall Festival 9th July will be a good place to canvass opinion and support and a stall is to be booked. A list of volunteer opportunities is to be produced for circulation to attract more volunteers. With regards to the volunteers we already have a list of skills would be useful. The Newsletter is a high priority and this will be passed from Duncan to Rozina to produce. Rozina has requested a further training budget and this was agreed to and Leon will discuss with her the amount required and what training is required. Tenders will be requested for future training courses as it was felt that the first aid course held recently was disappointing in its content and a better use of funding would be to have courses that provide a real qualification rather than just a certificate of attendance. She also requested funds for a homeless person to do a Literacy course and this was rejected as grants are for the HAVA area and more information was required. Other community events to be organised are a community day on the field 13th August and a Scarecrow festival 2nd October to be worked in partnership with the Church and school harvest festivals. Christine Green offered to help Maureen with the Scarecrows. A summer scheme was also discussed and Deborah to canvas local community to see what they have planned and if it would be of benefit.

A meeting is to be held with the Countryside Rangers regarding the space by the Conservative Club and drainage/usage options on Tuesday 19th March at 3.30 in the Village Hall.

Christine expressed an interest in going to the Big Local events Deborah will send her details so she can decide if they are of use to her and will go with her if she wants.

The Board Officer positions were discussed and Duncan said he was willing to continue as Chair Michael expressed an interest in the Treasurers position and Deborah said she would act as Secretary, these positions will be discussed and appointed at the next meeting as the current treasurer and vice chair are away on holiday.

Alex from the Cardigan Centre then arrived and a financial report was produced he explained that he has only had four weeks to look at them and some things were still being looked into. A discussion on some points followed and it was agreed he would produce a more detailed breakdown of expenditure for the next meeting.

A grant application was received from Colin Viera and as it exceeded the small grants limit it could not be approved.

Next meeting is Wednesday 11th May 6pm at Cragside Community Centre

The meeting finished at 8.30