

MINUTES OF THE HAVA MEETING

Held on 13th June 2017 at 17.30 – 19.20

Attendees	Present	Apologies	Absent
Jude Smith	x		
Deborah Howarth	x		
Cherie Cartwright	x		
Christine Underwood	x		
Maureen Lindsay	x		
Leon Corbett (LTO)	x		
Lucinda Yeadon		x	
Christine Green	x		
Kizzy Sheehan			x
Tim Clarke	x		
Sarah Horsley	x		
Steve Skinner	*		
Robert Esterine	x		

Item

Action

- 1 Apologies received from Lucinda.
- 2 Everyone introduce themselves to the new Board member Robert. A copy of the “How we work together on the Board” was passed around and each member signed it.
3. Minutes from last meeting were approved.
- 4 Action Log.

Alex has now been elected as an MP and Maureen McGoath has taken over the Finance role at the Cardigan Centre. A monthly report will be produced for the Board as requested.

Andy at Groundwork and Phil from LCC were contacted and a meeting was held. (to be discussed later in agenda).

Newsletter have been produce and most them have now been handed out.

Leon has had a meeting with Liam and he seems willing to help at HAVA and bring a young person’s viewpoint.

Action Liam to be invited to next Board meeting

Deborah

Item	Action
<p>5. Election There were 2 candidates for each post and they were invited to give a quick resume as to why they were standing for the position. This was followed by a secret vote. Maureen Lindsay was elected as Chair,(9 votes) Tim Clarke as Vice- chair (7 votes) and Cherie Cartwright as Finance.(6 Votes).</p>	
<p>6. A copy of the plan assessment was given out to everyone and Steve went through the main points. Christine pointed out that some of the figures did not add up and we may have been granted more money than we needed. Leon will look at the figures but if it is the case any money not spent can be returned at the end of the plan.</p>	LEON
<p>Action Leon to look at the figures and advise the Board by email</p>	Board
<p>A planning for Action document was distributed and Steve explained the options available for moving a plan forward.</p>	
<p>Action the Board to look at this and bring ideas to next Board meeting</p>	Sub groups
<p>These plans will be looked at in the sub-groups and Robert was given a quick outline of each group so he can decide if/which groups he would like to join. Action. A document is to be drawn up by each group explaining how they work.</p>	Leon
<p>7. A draft SLA agreement was given out and discussed. Action Leon to add the date and the producing of a further plan for the Big Local in 2020. To be emailed to Chair and Vice -chair when amended for signature</p>	
<p>8. An email has been received from BARCA who are working with the developers on the Kirkstall Forge development. They are wanting to meet with people in the area to discuss plans. Action Jude to invite to next Board meeting this will start at 5.30 so we can have an informal discussion before the actual meeting</p>	Jude

Item**Action**

- 9 A meeting was held with Groundwork and Parks and it was decided that instead of a tarmac path a ground stone one would be better. This will not only be more hard wearing, helps with drainage but will not melt should we have a bin set on fire and is actually cheaper. We still have not received the quote for the goalposts but they are due anytime. We have received a timetable for the work on the field and this will be put on the website.
- 10 The plans for the Funday are well under way and judges have been found for all the competitions and a list of stalls and attractions were handed out. The size of gazebo needed was discussed and it was decided to order 2 3mx3m white ones with the HAVA logo printed on it.
Action Deborah to order Gazebos and to look into applying to close the road between the school and the field
- 11 Another letter of complaint has been received from the former treasurer Mick Keenan this was discussed and it was felt that this was taking up far too much time when HAVA could be doing better things. The Big Local and the Police have investigated his accusations and have found that HAVA have nothing to answer to.
Action Steve to write to Mick advising that Calei is no longer chair and any correspondence should go through him, however as all his complaints have been investigated we request he no longer contact anyone.
- 12 Calei on her resignation was emailed by Deborah and Maureen has also written her a letter requesting the return of the Dictaphone and the office key she held, as yet we have had no response. We will continue to try and get these things returned.

The meeting finished at 7.20pm

Date of next meeting 11th July

Item

Action

Item

Action

4.9

5.1

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