

MINUTES OF THE HAVA MEETING

Held on 11th September 2018 at 19.00-21.10

Attendees	Present	Apologies	Absent
Deborah Howarth	x		
Cherie Cartwright (treasurer)	x		
Sarah Horsley	x		
Hannah Bithel	x		
Leon Corbett (LTO)	x		
Christine Green	x	x	
Kizzy Sheehan	X		
Tim Clarke (chair)	x		
Barbara Brett	x		
Steve Skinner		*	
Robert Esterine	*		
Sophie Etherington		x	
Sam Peters Esterine	x		
Stuart Byrne		x	

Item	Action
1	<p>Adrian reported that the skatepark is looking good and seems to be well used. A few things still need to be sorted out like the tarmac at the entrance and the stone chippings removing. The drainage also needs looking at, this should be at no extra cost to us as drainage was included in the original quote. The sign is not quite big enough, options were discussed and a further sign above the existing one is to be looked into. The feedback from the Skatepark opening on phase 2 were given to Groundworks. The commuted sum will be looked into when the plan has been put to Leeds City Council and they are to asked and encouraged to improve the existing park as HAVA are putting so much money in extra items. More money was spent on the opening than expected and the extra cash was approved by the Board unanimously.</p> <p>Action Green Group meeting to be arranged.</p>
2	<p>Apologies were received from Steve and Sophie</p>
3	<p>The minutes of the last meeting was approved</p>
4	<p>Leeds City Council lighting policy is that they do not light public parks as this gives a false impression of safety and can put people in danger. A job specification has not been done yet as the Board need to decide what they want the worker to do. If we do employ another worker they would possibly start in January. Action. Each action group to decide on what</p>

Item**Action**

they want from a worker and pass the details to Leon.

EGM/Forum Board members do not need to be elected on but can be co-opted. It as decided we needed to hold a meeting and it needs good publicity and a budget of £200 was decided on..

Action Deborah to look at venue for Tuesday 6th November and arrange for funds to petty cash.

Leon is still awaiting the quote for IT support.

Action Leon to contact Ewen at Kirkstall Forge for feedback on referrals

Hannah had a meeting at the Forge and they have agreed to provide a Project Manager and an Architect free of charge and Leeds College of Building have agreed to build it free (to be used as training for students), the only cost to HAVA would be the materials, planning permissions and any surveys needed. They felt that a 2 storey building could be constructed either in Brick or using containers for 100K. Containers are harder to maintain and it was felt that if possible we could go with the brick option. Green belt land rules will allow buildings as long as they promote the use of green space. A Feasibility study and business plan will need to be done. Hannah to move forward with this project and look at getting a pre-app done. (Vote unanimous)

Discussion was held with regard to working in partnership with the YMCA
Action Cherie and Sarah to have a meeting with Maggie to discuss their plans

Buildings group to do a presentation at EGM

Deborah to contact Ash to arrange visit

Terms of reference can be changed with the consent of the Board as the Board evolves. An amended version was handed to all the Board members for them to read. **Action any feedback to be given to Deborah before the next Board meeting. Deborah will bring a copy to the next meeting for everyone to sign.**

Copies of the latest finance spread sheet were handed out and if anyone has any question they are to contact Leon.

At each Board meeting a list of Priorities are to be given to Deborah and each week Leon will discuss and evaluate the progress.

Leon proposed meetings to be put on the HAVA Board facebook page as events to keep everyone aware. A paper copy of all minutes will be held in the office as well as being sent out to everyone.

The Scarecrow festival was discussed and it was decided on a vote of 7yes to 2 No to hold it. Normally we have held it at Harvest time but as this is only a couple of weeks away it was felt the end of October was better. No member

Item**Action**

of the Board wanted to lead on this project so Deborah will lead and Christine and Kizzy will help.

Action Deborah to Organise

It was agreed that the Christmas tree was a success last year and should be repeated.

Action Deborah to order tree and lights

A few people at the skatepark opening expressed an interest in Graffiti workshops.

**Action Robert to arrange a meeting to discuss options and costs
Deborah to Email Parks to find out how to get permission.**

A grant application was discussed from someone wanting to set up groups with the aim of encouraging people to start up in business and building confidence. This will last for 8-10 weeks meeting once a week. The amount requested was £260 as she had already got £6000 towards the project. The Grant was approved.

Action Deborah to contact her with the decision and arrange for funds to be paid.

Hannah mentioned that the Guide programme was changing and a grant application may be submitted to cover the cost of the local group leaders being trained.

Due to the time priorities for Deborah were not discussed.

Meeting ended at 9.10

Date of next meeting 9th October

Item

Action

Item

Action

4.9

5.1

6

7