

MINUTES OF THE HAVA MEETING

Held on 14th August 2018 at 19.00-21.35

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

Item

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- 1 Apologies were received from Cherie, Leon. Christine, Steve and Sarah

- 2 Adrian gave an update on the Park – after discussions with the contractor a revised plan of work has been received. Delays were due to the weather mainly with a little time added on for the theft of the equipment. The anti-social behaviour whilst annoying did not amount to much delay in the building work. They have now managed to catch up on some of the delays and hope to finish the construction by the end of th week and the landscaping the following week. The containers will be removed as soon as they are no ,longer required. A discussion was held with regards to the fence. The contractors are wanting to remove it as soon as possible to prevent further vandalism, the Board were hoping to keep it up to prevent the park being used until the official opening. Official opening is to be looked at being held Saturday 1st September 2018. A copy of the safety sign was handed out and it was decided to use this as a flyer to promote the opening Compensation for delay was discussed and compensation is normally paid out on loss of earnings, as this is a free park compensation is not really an option. Details of the benches were handed out or the Board to approve, no objections were received. Details of phase 2 were given out and it was decided to hold a green meeting on Wednesday 22nd at 2.15pm to discuss and a consultation would be held at the park opening in September. It was pointed out that the price fir phase 2 should include the installations and landscaping as well as

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	<p>the equipment. Lighting was discussed but it was pointed out that LCC do not generally support lighting, options are to be looked into.</p> <p>Actions Email poster to Hannah Adrian to contact LCC re lighting and any work they plan to do to the existing park. Hannah to look into lighting policy of LCC Adrian to send prices of equipment</p>
3	<p>Action points - Stuart Byrne has been invited to the meeting but no reply has been received. -invite to next meeting</p> <p>Community action group have still to produce a check list against criteria</p> <p>Leon was not present so no feedback on IT support was available and he and Robert have still to meet to review Job descriptions. Action Deborah to email current job spec to Board</p>
4	<p>The minutes of the previous meeting were approved</p>
5	<p>A meeting will be held on September 5th at 2pm to discuss the Terms of Reference. Community engagement needs to be looked at. It was suggested that we could hold a forum at the beginning of November and have fireworks. Action – Tim to speak to Steve re EAGM Hannah to look into health and safety requirements for fireworks</p>
6	<p>A rough plan of a proposed building was shown to the Board. It was felt that 15m x 12m with storage both inside and outside would be big enough. This would contain a kitchen/café, toilets, hall and upstairs an office a private area and a toddler area. Hannah has string that can be used to mark out the area to give the Board a better idea of the size. Pre-planning permission can be applied for at a cost of £165 and it was felt this should be applied for. The matter of parking could be an issue but this is something that will be looked at by the planners. The next buildings meeting will be on Tuesday 4th September at 2pm.</p>
7	<p>Fencing has been requested to prevent Quad bikes going on to the play areas. It was felt it was too late now to do anything about the skatepark but it is something to be looked into for the future phases. Action Hannah to look into costing</p> <p>Security cameras were discussed and the Board were advised that the cost for 6 months is £2500. To have them permanently it is a cost of £28000 with an annual fee of £1000.</p>
8	<p>Forging futures – the local high school have been contacted with regards to the training schemes but as yet no interest has been shown. The Forge are willing to pay for travel expense and may come to the Skatepark opening to promote the schemes. Some adult training is also available.</p>

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The meeting ended at 8.35

Date of next meeting 11th September

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