

MINUTES OF THE HAVA MEETING

Held on 20th November 2018 at 19.00-20.15

Attendees	Present	Apologies	Absent
Deborah Howarth	x		
Cherie Cartwright (treasurer)	x		
Hannah Bithel		x	
Leon Corbett (LTO)		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		

Item

Action

- 1 Apologies were received from Leon, Hannah Steve and Christine
- 2 The minutes from the previous meeting were approved.
- 3 The action log has just a couple of things not reported back on as the Board member concerned was not present these will be carried forward to the next meeting.
- 4 The EGM was held at the Conservative Club 6th November 2018

After a lot of leaflet dropping It was attended by over 40 people which is more than other meetings we have held, however we need to look at the best way to communicate to the community for the future.

We have received 3 applications to join the Board and these will be discussed later,. We have also received 2 Volunteer applications and a further 1 from the grafitti group.

Only a few comments forms were completed and sadly the gentleman complaining he never received any information didn't hand in his details.

Comments we received were

Item

Action

Make the park accessible to every child on the estate

Can we have something to stop motorbikes going across the Broadway Roundabout

We received a few comments on the type of equipment for the next phase of the park and the building subject caused some discussion. If this project was feasible and went ahead some sort of drug outreach work and mental health work was suggested.

And the best comment from the evening

Keep up the good work and keep trying to get through to people.

At times the meeting had some heated discussion but it was generally felt that the meeting went well and the Board were thanked for their hard work.

5 Three applications to join the Board have been received and were approved. Sadly Sarah has had to resign from the Board due to work commitments but will be able to continue with her work in the sub groups. **Action Deborah to**
6 **invite applicants to next Board meeting**

7 Finance- Leon was unable to attend the meeting but no expenditure has gone through since the EGM. Cherie confirmed she is due to go to the Cardigan Centre shortly and go through the accounts with them and the petty cash receipts in the office. It was pointed out that the petty cash system for HAVA is not the same as most places ie. Used for small incidental purchases. Because HAVA does not have a bank account in its own right items that need to be paid for on order or collection have to be paid for by Deborah or a Board member and they are then reimbursed from petty cash when the receipt is received.

The Christmas Tree light switch on has been arranged for Wednesday 5th December. The lights will go on at 6pm and from 5pm there will be an opportunity to make decorations for the tree. A small battery generator has been purchased and this will run the laminator for any decorations that need protecting from the elements. Hot dogs and hot drinks will be available as well as a tuck shop. Santa Robert will be running the tuck shop assisted by Elf Tim. The Board agreed that they would all be there from 4.30 to help set up. Cherie and Deborah will do the shopping, Tim has a speaker so we can play the music, Sophie and Deborah have the Xmas lights to go around the Gazebo. A flyer has been produced and this will be distributed at the school, in the Hub and Drs. Posters are to be produced and distributed around the area. **Action Deborah and Cherie to do shopping for food and Santa outfit. Gazebos to be cleaned after the event. Deborah to see if she can arrange to borrow santa's sleigh. Deborah to email volunteers to see who is able to assist on the night.**

Item

Action

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Deborah is meeting with Groundworks and Bencrete tomorrow morning to discuss completion of the paths and the drainage issues. Leon is arranging a meeting with Adrian to discuss phase 2. **Action Deborah and Leon to feedback to Board**

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Robert has held one meeting and a further one is to be held this Saturday. Designs are being requested to be submitted by the 18th of December. These will be looked at and narrowed down to a final few, these will be hopefully photoshopped onto pictures of our skatepark to show how they will look and submitted to the council for approval. The plan is to then have workshops during the February half term so that the local children can join in with the project. **Action Robert to find get quotes from artists and costings for paint.**

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Building -No update available as Hannah was not present but a feasibility study needs to be done before we can move forward. **Action Sophie to speak to Hannah about this.**

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Steve was unable to attend so was unable to give feedback from the meeting held with the CEO of the Big Local. He was visiting various big locals to see how work was progressing. Big Local do have meetings for everyone to get together and the /board were encouraged to go on these.

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Priorities for Deborah – to arrange DBS for all the Board and for safeguarding training after the AGM in April. To produce a safeguarding procedure for the Board. Christmas Light event.

Item

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A.O.B. Deborah will finish work on Friday 21st December and return 7th January 2019 for the Christmas break.

meeting finished at 20.15

Date of next meeting 11th December 2018

Action

Item

Action

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Item

Action

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