

# Draft Minutes of JPYC Meeting 20/8/18

**Present** : Michelle Syred (MS), Alan Chilver (AC), Roger Potter (RP), Nick Muggridge (NM) – Late arrival, Dan Fairchild (DF) & Emma Elnaugh (EE), Chris Varney (CV)

**Chairman** : Michelle Syred (MS)

**Clerk** : John Fullbrook (JF)

**Public** : None in attendance

**Meeting Commenced** : 6:02 p.m.

## Apologies

Apologies received from Sarah Greene (SG) and from Nick Muggridge who was due to arrive late

## Minutes of Previous Meeting

M.S. **proposed, seconded** by R.P. that the Minutes of meeting dated 14/5/18 be accepted as a true record of the proceedings. **Agreed**

Draft minutes of this evenings meeting to be circulated for consideration so that finalised minutes can be uploaded to all parish websites as soon as possible.

*Action for JF*

## Matters Arising

Questions had been raised at previous meetings regarding the winding up of the SAYS charity as it was still listed, and RP and MS had contacted David Coldwell double checking the application had been officially made to the Charity commission, which it had. The process apparently takes some time to be completed.

**Action for MS/JF to inform Parish clerks that this is the case**

RH previously agreed to obtain posters from Horsham Matters and circulate to all parishes to publicise youth service. This was confirmed, however meeting agreed Posters should be re-sent

**DF will arrange.**

*NM joined the meeting*

Horsham Matters 25% service subsidy. - Last meeting there was concern as to whether the service subsidy was going to be phased out. EE said that she had looked at all the Youth contracts now and felt that this subsidy and the provision of other resources would indeed be maintained even if Horsham Matters needed to include other revenue streams to compensate, such as external charitable funding, in order to maintain the quality of service delivery.

Future strategy of the Purple Bus service – Currently this service is in a state of Flux. The Trustees manage the strategic direction of the service and there is a need for a new recruit to the Trustees Team – Indeed the Parishes will be written to very shortly to spread the word. The service may even be dissolved or passed onto another concern if a new recruit cannot be found and renewed motivation instilled into the service. Decision should be made in January.

Trips and Residentials. – Suggestion made that the Team ought to connect up with the Air Cadets who could possibly assist.

*Action AT- Ongoing*

## **Question from Public**

None

## **Horsham Matters Report**

### **Staff Organisational update**

Allan Taylor has settled in very well now.

Bilge Kinas Clarke, the Tuesday sessional worker has moved on, despite the team trying hard to keep her – however recruitment for a replacement has begun in earnest.

There is still a need for additional volunteers – please spread the word. Essential in order to keep costs down

### **Budget report**

Dan F produced the itemized finance paper and reported the figures. The new format is easy to comprehend. DF said that the operational costs for the first quarter are naturally a bit lower as it's the summer. Although there are some figures entered into second quarter it should be recognized that it is a work in progress with Income and other figures still to be inserted.

Also of note is the fact that each quarter's invoicing arrangement now produces four even parts as opposed to uneven spacing and consequently an uneven spread of invoiced totals going out to the Parish Councils.

## **Youth Report**

### **Six page report had been produced and was reported on by Dan Fairchild (Report attached)**

Additional notes as follows

- Ashurst to be removed from Area designation on report header – *DF to Action*
- Bullying instances at Cuthman's Juniors – Allan has done a very effective job as he has resolved this with the assistance of Parental support and gone onto incorporating anti bullying techniques into his weekly sessions
- Allan helped out with the Festival and took the opportunity to raise awareness of the Youth sessions on offer to great effect
- The Team have been developing positive relationships with the Neighbourhood Wardens – Previously they had been thought of as the 'Police' and as seen as people to run away from, - now they can engage!
- Instead of thinking of trips as one- off events Allan is trying to incorporate them into the normal programme therefore keeping the service 'Fresh'

## **Any Other Business**

NM brought up the subject of next year's end of contract and the consequent need to consider whether Tenders for the service from elsewhere ought to be invited, and indeed how many options might there be available for the committee to review. Because of the timing involved and the need to get the process started, the Chair (MS) suggested the Clerk (JF) first checks the Tendering process with HDC, then feeds this back to committee members, and then both will consider if an EOM needs to be called or whether each Parish needs to agree the way forward ahead of the next Quarterly meeting for the JPYC.

Meeting Closed: 6:47pm

### **Date of next meeting**

19<sup>th</sup> November @ 6pm in the Steyning Centre