

Minutes of Slip End & District Community Projects Core Committee meeting held at The Rising Sun, Slip End on Tuesday 12th January 2010

Present: Paul Cooper – Chairman (Core), Sarah Minnighan (Core), Gordon Burton, Carol Brennan – Treasurer (Core), Andy Prothero (Core), Derek Worsley, Peter Segal, Ken Crossett (Core)

Also Present: Sara Greenwood – Voluntary and Community Action

Apologies: Steve Fuell, David Kingston, Martin Allen, Morven Allen, Peter Smith

It was agreed that this meeting would be a 'Core Committee' meeting as our 'Core Committee of 5 were present and we did not have our quorum of 10.

Minutes of the last meeting

The minutes of the November meeting were agreed

Project Manager and Admin Person

Paul advised the group that Michelle Stoll stepped down in December 2009 as our Projects Manager due to other commitments. She has passed all the documents she held onto Paul who has in turn given these to Sarah to retain. Paul asked the committee if we felt we needed a project manager and did we know anyone who may like to the role. It was felt that there was a requirement for an admin person who would also take on the grant applications, but then we may need someone else to visit outside sources on a face to face level, and that may be better coming from the core committee.

Sara Greenwood from Voluntary and Community Action advised that they have facilities in place to offer training courses to groups such as the CPG in all aspects of fundraising, and have databases at their office in Leighton Buzzard that has details of any and all grants available. We can book to visit the office and use that facility. It was felt that this would be of use in searching for grants that are applicable to the individual not-for-profit groups within the CPG.

Ken will send Paul the original job description for the role and Paul will amend it and send it to the core committee for agreement before placing the advert. We may offer the role on a 3 month trial basis. (KC/PC by March meeting)

In the meantime Sarah has agreed to take on the role of admin and grant funding (SM)

Budget to Parish Council

Paul reported that after the grant applications were looked through and awards provisionally set in the October meeting, we put forward a request to the Parish Council for £19,450. The Parish Council have awarded us £9,600, which is the maximum amount they are allowed to give to 'charitable style works', broken down as £6.50 per resident of the Parish.

That leaves us approximately £10,000 light.

The grant applications would have to be looked at again in a bid to reduce the amount required.

- Parish News Global Distribution - £3,800 per annum. The Parish Council have requested that this item be included in the Parish Plan Questionnaire in order to ask the residents of the Parish if they have any objections to their 'money' being spent on this item. If the majority of residents are in agreement then this can go ahead, but as yet it is not justified. The CPG have established that this figure is not achievable with the fund available. **It was agreed to wait for the outcome of the Parish Plan Questionnaire before proceeding any further.**
- Slip End Playgroup - £1,900 for new fencing at the Village Hall – One Off Project. The playgroup have received a grant of £2,500 from another source. **It was agreed that this request should therefore be removed from the grant list.**
- St Andrews Church Roof Fund - £2,000 – One Off Project. There is sufficient funding in the 'pot' for the roof, this amount would be put towards the internal electrics. The roof was and is the priority and will be repaired as such. Sarah suggested the CPG offer St Andrews Church 10% of the original request as a goodwill gesture. **This was agreed. St Andrews Church Roof Fund received £200.**
- Slip End United Football Team - £400 for new goals – One Off Project. Sarah was in discussions with a local business with a view to them sponsoring the football team for new kit for the next season but the business declined. Sarah will now approach other local businesses and will look for grants relevant to the club. However she did advise that the goal posts and nets are in a state of disrepair and the club could do with new ones. It was hoped that the sponsorship and grant funding would come to fruition for the club. **It was agreed the club would receive £400 subject to any grants received.**
- The Community Projects Group Running Costs - £3,800. This would be less now Michelle has stood down. Paul and Carol anticipated this would now be reduced to £2,500.
- Youth Club Running Costs – It was established that the Youth Club is self funded through weekly subs and sales from the tuck shop. They have also been awarded £2,500 from the Bedfordshire and Luton Community Foundation which should cover the running costs for the next two years.
- The individual grant applications total was £2,300:
 - Brownies - £400 – **It was agreed to pay £200 immediately (PC/CB) and a further £200 in May**
 - Friendship Club - £200 - **It was agreed this would be increased to £300***
 - SEADA - £200 – **It was agreed this would be increased to £300***
 - BADRA - £100 – **Agreed***
 - Plant People - £250 - **Agreed**
 - Slip End Playing Fields Committee - £1000 – Plus £750 already paid for the new tables - **Agreed**
 - Toddlers - £200 - **Agreed**

*This £400 will be taken from the £1,500 given to CPG by Parish Council for 'Elderly Groups' – See 'Chatty Club'

Paul will write to the individual groups and advise them of their awarded grants.
(PC)

Ken Crossett advised that given the problems Caddington have recently experienced with the gas and electric power cuts, we should hold an amount in reserve as our 'Emergency Fund'. This figure shouldn't be too high as it wouldn't be acceptable in a Financial Audit. After the grants are distributed there would have approximately £12,000 in the bank account, with the proceeds of Village Day 2010 bringing in a further anticipated £5,000. It was agreed that we will need this amount in the bank in anticipation of the outcome of the questionnaire and the results produced by the Parish Plan which will tell the Community Projects Group where and what the community would like this money to be spent on. **It was agreed we would hold £5,000 in the accounts under the title 'Emergency Fund'.**

Christmas Presents

It was confirmed that all the tins of biscuits were delivered. Members who came across residents who had moved away or unfortunately 'passed away' were asked to advise so the list for this year could be updated. Paul will liaise with St Andrews Church over this list nearer the time in a bid to keep it as up to date as possible. (PC)

There were several glowing reports from those residents who had a meal at one of the four establishments in the parish, it seems everyone enjoyed themselves. Michelle reported before she stood down that the following businesses had contributed financially towards the Christmas Fund for the Elderly: Airparks, D Hales Ltd, Neville Funeral Home and Slip End Garage.

School Pin Board

Paul reported that Paula Fowler contacted him to advise that the pin board behind the stage at Slip End Lower School was nearing the end of its life (this was confirmed by Paul and Andy). Paula asked Paul to ask the group if it would consider purchasing a new one at a cost of £120. Sarah suggested the CPG purchase the new board and have a sign put on it saying 'This pin board was very kindly purchased by the Slip End & District Community Projects Group'. **All the core committee agreed.** Paul will write to Paula and let her know. (PC)

Chatty Club

Paul reported that the Chatty club have all agreed to leave the umbrella of the CPG and become a group in their own right. They have set up a constitution and a bank account. At the start of this group becoming established the Parish Council gave the CPG £1,500. This, it has been established, was not for the sole use of the Chatty Club but for any elderly residents of the Parish. The Chatty Club have benefitted from £500 of this money. The remaining will be split, with £100 being given to the Friendship Club as well as their grant of £200, £100 being given to SEADA (Slip End And District Association) as well as their grant of £200. The remainder will be held in the CPG bank account under the title OAP's for this year's grant applications.

Youth Club

Paul advised that the Youth Club was now back on track after a few 'woolly' months. Janet Crawley is attending each week and is in contact with Shirley Garner and Molly Chappin (our youth workers) with regard to the running of the club, organising trips and funding. Janet asked Sarah (via e-mail prior to the meeting) to assist with grant applications and funding. **Sarah agreed to assist where she can.**

Sarah e-mailed Janet and Shirley prior to this meeting to advise that the committee will require either an e-mailed update on the Youth Club to be received prior to each meeting, or a representative from the Youth Club to come to the meeting with a verbal update; this was agreed. Janet has a very good rapport with a contact at London Luton Airport which she will continue to work on.

Website

Sarah reported that the website is still an ongoing concern for her and Peter King, our webmaster. Sarah advised that the concept of each individual group in the parish having their own password for the website and therefore the facility to upload any 'events' they're holding onto the website has been shelved. Geoff Daniels uploads the events for St Andrews Church each week and Sarah will approach with a view to him uploading any details onto the events diary if any individual group asks him to. (SM)

Sarah advised she still struggling with obtaining information from individual groups within the parish but will continue with this on a monthly basis until the website is up to date, then a 'launch date' can be discussed.

Bushwood Development

Ken reported that the Action Group for the Bushwood Development, 'CaSE4' are organising a march on Saturday 30th January 2010 from Slip End to Caddington in protest at the development, with a final destination as the green at Caddington and have invited local TV and news media. The Action Group have set up a petition online which gets sent to Number 10 Downing Street. The Action Group are having leaflets, posters and placards made up, and they are organising for delivery of these leaflets through every door in the parish, and asking residents to display posters in their windows and placards in their front gardens on the main roads through the villages. The Action Group need assistance with this distribution. Ken, Andy, Sarah and Paul agreed to meet in The Frog and Rhubarb on Tuesday 19th January 2010 at 7pm to discuss distribution. (KC/AP/SM/PC)

Any Other Business

Headed Paper – now Paul has kindly produced our logo, Sarah has created some headed paper which she will e-mail to Carol and Paul for their use. (SM)

Local Bus Services – Ken reported that Central Beds Council are looking to withdraw and completely cancel two buses services in and around the parish in a bid to save £140K. In order to approach the relevant person within Central Beds to complain and get this service resumed Ken requested the committee assist him in obtaining information from the relevant groups in the parish that the bus service affects directly. Paul and Sarah agree to speak with the Chatty Club,

SEADA (Slip End and District Association) and BADRA (Brickhill And Downlands Residents Association) next week and produce a report for Parish Council.
(PC/SM)

Aims for The Next Meeting

Update on the Bus Service (PC/KC/SM)

Grant Letters (PC)

Project Manager Job description (PC)

There being no other business the Chairman confirmed the **next meeting will be on Tuesday 9th February 2010 at The Plough, Woodside** and the meeting closed at 9.45pm.