



### Minutes of Committee Meeting

May 14<sup>th</sup> 2014, 7.00 pm at The Vale Community Centre, 17a Hadlow Close

**Present:** Committee: Alan Cooke, Bill Duff, Betty Field, Grant Scott, Nick Wood; Others: Amy Allison (Trust for Developing Communities)

1. Apologies: Ruth Sennett.
2. Minutes of Committee Meeting of March 12<sup>th</sup> and Open Meeting of April 9<sup>th</sup>: These were agreed.
3. Matters Arising:
  - a) *Building works in the Vale Community Centre.* The cupboard in the toilet and the child-safety gate have been installed; outstanding tasks are a lock on the cupboard, fixing the mirror to the cupboard, and a skirting board in the kitchen. Amy would mention this to Wayne.
  - b) *Oven.* This has now been connected and is awaiting the reinstatement of the extractor fan – this should be done within the week. Claire is to be advised so that she can start preparing for cookery lessons, and the committee will discuss the opening of the weekly coffee morning during June.
  - c) *Repairs.* Grant is monitoring the roof repairs affecting Shirley Blount – allegedly they have been fixed but the next heavy rainfall is awaited.
  - d) *Bus stop Sutherland Road.* Gill has been in contact with the Council concerning a potential build-out at this stop and will keep CVCA advised.
  - e) *Trader entry timings on door locks.* Sharon has been in touch with the Council but nothing will be changed soon. Nick asked if Sharon could obtain an all-blocks key fob for the use of CVCA.
4. Correspondence: None.
5. Finance: The Resource Centre has all but completed the examination of the CVCA accounts for 2013/14, and no problems have arisen.
6. Estate Development Budget: All CVCA applications for 2014/15 were approved. A meeting with the electrician from Mears is likely to lead to three new lights serving Southwater Close, compared to the two requested. All new lights will be controlled by daylight levels. Regarding outstanding 2013/14 EDB work, Keith Dadswell is aware of the priorities of CVCA – plastering, then plumbing in the Little Vale, and finally a notice board for VCC. Alan will chase if nothing has been heard in the next two weeks. The Council was looking at raising the necessary finance to provide extra bollards in Hadlow Close, but will ask CVCA to raise it as a quick-bid if Council funds are unavailable. The notice-board by the bus stop has been declared irreparable, and at some time we will consider whether or not to put in an EDB bid for a replacement.

7. Dog Show, Saturday June 7<sup>th</sup>: This is now well under way, with the Animal Welfare section offering to run the dog show itself, a dog agility session had been organised and a trio booked to provide background music. A combined dog show / AGM leaflet will be prepared for distribution around May 25<sup>th</sup>. It was agreed to call the event the 'Craven Vale Festival and Fun Dog Show', with Amy drafting up a suitable poster.
8. Annual General Meeting, June 11<sup>th</sup>: It was agreed that Hilary Orange would be invited to be the main attraction for the AGM, talking about the work being done on Whitehawk Camp this summer, and inviting residents to take part. As usual, there will be a buffet from 6:30 onwards.
9. Any other Business:
  - a) *Food Bank*. Amy reported that one of the volunteers at the Food Bank had complained very strongly about the behaviour of another volunteer on May 9<sup>th</sup>, when neither Amy nor Nick had been present, and that this behaviour had been witnessed by another volunteer. It was agreed that committee members would meet with the two volunteers making the complaint and – if necessary – then interview those being complained about. Amy offered to write up the current situation as far as possible. Alan was asked to contact Sharon to find out what procedures ought to be followed. In the meantime, none of the four volunteers will organise any future food bank activities until the Committee had reached a decision, although they may attend to collect their entitlements.
  - b) *Peoples Health Trust*. The final tranche of monies to pay for the kitchen re-development will not be released until the interim report had been satisfactorily completed. Amy would draft up a reply and discuss it with Alan before submission.
  - c) *Healthy Neighbourhood Fund 2014/15*. No news had yet been received whether any funds would be made available for the coming year.
  - d) *Due East Festival July 19<sup>th</sup>*. CVCA and FoCW have been invited to be represented at this event.
  - e) *Friends of Craven Wood*. The workdays are now settled as being the first Saturday of each month from 10am – 1pm, and hope to be represented on Sunday June 22<sup>nd</sup> at the Stanmer Festival of Nature.
  - f) *Whitehawk Camp Festival August 23rd*. It was agreed that CVCA and/or FoCW would man stalls at the community festival organised by the archaeology team.
  - g) *'Love the Level' event June 14<sup>th</sup>*: Sharon would be providing information on what involvement CVCA will be asked for as part of the Resident Involvement tent on the Level.
  - h) *Tilgate Close steps*. Cllr Morgan had received a complaint from Ms Paddick about the steps up to the wood installed by Brighton Conservation Corps under the guidance of Paul Gorringe the previous day. Alan agreed to write a comprehensive letter to Warren.
  - i) *Spring/Summer Newsletter*. Amy would invite all regular contributors to a newsletter meeting on Wednesday May 21<sup>st</sup>.
  - j) *Sharps box*. Following the finding of syringes and needles on the open grass near the Little Vale, Amy and Claire had requested the Tina Simmonds from the Council to provide a secure sharps box so that they can be quickly put safe. A reply is awaited.
  - k) *Sussex Community Foundation*. Alan had received an invitation to an event near Horsham on July 3<sup>rd</sup> but as yet no-one was anxious to take it up.

- l) *Insurance*. It was agreed to ask our insurers whether extra insurance cover was required to include the new Food Bank activity.

The meeting closed at 8.30 pm.

The next meetings will be held at 7 pm on:

Wednesday **June 11<sup>th</sup> (Annual General Meeting)** – buffet from 6:30

Wednesday **July 9<sup>th</sup>** (Committee Meeting)