

North Stoneham Community Group

Committee Meeting - 03/05/22

Location:

YMCA Eastleigh

Present:

Sammy Jordan **SJ** (from 1:38pm)

Lois Ainger **LA**

Matthew Nowell **MN**

Gaz Richardson **GR** (Chair)

Agnes Rock **AR**

Kat Short (EBC) **KS**

Jim Vaughan **JV**

Clive Dlima **CD**

Tracey Jones **TJ**

Jo Newman **JN**

Apologies:

Sammy Jordan **SJ**

Aide Smith **AS**

The meeting opened at **12:35pm**.

Item 1 - Welcome

Everyone was welcomed to the meeting by **GR**. **CD** & **TJ** were introduced to everyone as prospective members of the committee.

Item 2 - Apologies

SJ provided apologies in advance, although did join the meeting at 1:38pm. **AS** (another prospective committee member) also provided apologies.

Item 3 - Actions from previous meetings

Actions from meeting on 01/03/22:

AP1 - **JV** to investigate getting a HMRC number so that the group can claim gift aid.

JV advised that this was now ongoing as he was going through this process with the Scouts. It will require a lot of paperwork and time. **JV** will update at the next meeting.

Actions from meeting on 05/04/22:

AP1 - **GR** to push the benefits of joining on the Facebook page.

This action was completed and closed.

AP2 - **KS** to speak to EBC about a noticeboard in the park and report back to the committee.

KS said that it didn't look like planning permission would be required, though she would double check and report back. EBC said the board would cost £1000 to purchase and

install. EBC also said that NSCG could have 'ownership' of the board. Once the bank account is up and running, a grant could be used to cover the costs. **Action Point (AP1) - KS to double check planning permission isn't required for a noticeboard in the park and the committee shall discuss this further at the next relevant meeting.**

AP3 - **KS** to speak to the YMCA about the possibility of a community noticeboard on their fence and report back to the committee.
This was not done so remains open.

AP4 - **GR** to follow the agreed process for co-opting members onto the committee.
This action was completed and closed.

AP5 - **SJ** to check with the YMCA that regular hirers are aware of the community stand at the Easter event.
This action was completed and closed.

AP6 - **KS** to check fire regs with YMCA.
This information is available on the YMCA website, therefore this action is closed.

AP7 - **GR** to post about the Easter event on Facebook.
This action was completed and closed.

AP8 - **MN** to publicise the Easter event with Nightingale School.
This action was completed and closed.

AP9 - **MN** to enquire about hosting treasure hunts through a mobile app and report back to the committee.
MN advised that he'd had a look at the app, which appeared to be fairly straightforward and easy to set up. Use of the app is completely free. This action was closed.

AP10 - **AR** to provide an update on the bank account at the next meeting.
This action was completed later on in the meeting and so the action was closed.

AP11 - **GR** to push the litter pick event on Facebook.
This action was completed and closed.

AP12 - **SJ** to create a jubilee party how to guide.
This action was completed and closed.

Item 4 - Membership update

GR advised that the Facebook page had lots of new likes and followers, but only 1 person had joined the group since the previous meeting. Again, he shared his concerns that people don't understand why they need to join if they get things through the door and see everything on Facebook. **KS** wondered if a 'like' or 'follow' on Facebook would be enough to deem someone as being a member when it comes to grant applications.

Action Point (AP) 2 - KS to check with One Community if a Facebook 'like' or 'follow' is enough to be classed as a member of the group.

LA discussed the importance of stressing to people how being a member enables you to have a voice within the group and input of anything that we organise. It was also mentioned that perhaps 'member' isn't the correct term and we should refer to people as 'friends'. **GR** agreed to monitor membership numbers and see if anything changes by the next meeting.

Item 5 - Logo competition

Everyone looked at the logo's submitted. The committee agreed that Avni Walker's entry was the best. **CD** agreed to make up the logo to ensure it was more professional looking and contained the correct acronym for the group. **Action Point (AP) 3 - CD to make up the winning logo entry and pass it onto GR at the earliest opportunity. GR** advised that he would inform the winner and arrange the prize with **KS. Action Point (AP) 4 - GR to inform the winner of the logo competition and sort the prize with KS.**

Item 6 - Easter event wash-up

Everyone agreed that the easter event had been a huge success, with approximately 380 adults and children taking part over the 4 hours of the event. The excellent weather did play a part. As a result of the popularity of the craft side of the event, **JN** and another resident have decided to start a regular children's craft group, although this group will be completely separate to the NSCG.

SJ asked for it to be put on the record her thanks to **KS** and **JV** for providing the chocolate eggs and alternative sweet prizes.

GR advised that there had been 1 very minor injury on the day and that the child in question was passed to the first aider provided by the YMCA.

As the format appeared to be one that worked, everyone agreed that it was best to keep the event just as simple for next year, with the addition of the app that **MN** had looked into.

Item 7 - Litter pick event wash-up

GR advised that the litter pick had been a success, with approx 15 bags of litter collected from the estate. He advised that the YMCA had agreed to offer the free tea, coffee and juice to all those taking part at the events in May and June.

It was mentioned that it would be good to have a poster for the litter pick displayed in the YMCA cafe to advertise the event. **GR** agreed to make one. **MN** said that it is important to include the address of the YMCA on any advertising material. **Action Point (AP) 5 - GR to create a litter pick event poster to put in the YMCA.**

LA highlighted the importance of a representative of the committee thanking people for picking litter at the end of each event. She said ideally that would be a different person each time, which everyone agreed with.

KS asked if **GR** had received anything back from Highwood about sponsoring one of the events. **GR** had received nothing. **KS** agreed to chase this up. **Action Point (AP) 6 - KS to chase a response from Highwood about sponsoring a litter pick event**

KS also provided details of a waste amnesty that Vivid would be holding on the estate, concentrating on bin stores for the flats.

Item 8 - Jubilee event planning

SJ talked through the PJ party pack that she had put together. **GR** said he would put this pack online for members to access. **Action Point (AP) 7 - GR to make the PJ party pack available for members to download.**

SJ, TJ, KS, LA, AR & CD all volunteered to assist on the day. It was decided that the craft event would involve making flags, bunting, paper chains & pin wheels. In order to entice people to attend, **SJ** suggested a 'which street can make the longest paper chain' competition.

GR agreed to make the promotional material for the event. **KS** asked for the EBC logo to be included as this event would be in conjunction with them as we will be using their insurance and risk assessment. **Action Point (AP) 8 - GR to make jubilee event promotional material**

In order to speed up the meeting, it was agreed that any further chat about this event would be taken offline, between those that will be in attendance.

Item 9 - Annual core activities

The committee agreed that there would be 4 core activities each year, which would be NSCG's bread and butter. Anything extra would be a bonus. The 4 events will be:

- Easter
- Summer fun event
- Autumn event
- Xmas event

Item 10 - Bank account update

AR advised that the bank had been slow to send out the documentation to be signed and that she had only received it a couple of days before the meeting. **SJ, AR & GR** signed the relevant paperwork during the meeting. **AR** advised that she would send the paperwork off and provide a further update on the status of the account at the next meeting. **Action Point (AP) 9 - AR to provide an update on the bank account at the next meeting.**

Item 11 - Grant applications

KS advised that once the bank account has been set up, we may need various policies in place before we are able to apply for grants. **KS** has template versions which the committee will need to work through as a priority at the next meeting. **Action Point (AP) 10 - Policies relating to grant applications to be discussed as a priority at the next meeting.**

Item 12 - Co-opting new committee members

TJ, CD & AS all advised that they would like to join the committee. A vote was held. All existing committee members voted to accept all 3 people onto the committee. It was agreed that paperwork will need to be signed at the next meeting. **Action Point (AP) 11 - Paperwork to be signed at the next meeting to formally accept TJ, CD & AS onto the committee.**

Item 13 - AOB

SJ talked about running a history and nature trail across the estate over the summer and that this would be a good trial of the treasure hunt app **MN** told the committee about. Everyone agreed that this would be an excellent idea. It was agreed to discuss this at another meeting. **Action Point (AP) 12 - Discuss the idea of a summer trail at the next meeting.**

GR said he would be looking to start creating another newsletter in June. **CD** agreed to help.

GR explained how committee members had bought flowers and a gift for a resident involved in a shocking incident the previous week. He said it would be nice if the committee had a slush fund available to cover the costs of other things like this in future. Everyone agreed this would be a good idea. **KS** said we would need to be careful of the implication of this and have some proper criteria laid down. The committee agreed to bring this up at a future meeting. **Action Point (AP) 13 - Discuss having a slush fund at a future meeting.**

GR advised that the 3 month trial of holding a committee meeting at 12:30pm on the first Tuesday of the month had now expired. The committee agreed to adopt this day and time on a permanent basis.

There was no further business and the meeting closed at **2pm.**

Next Committee meeting - **12:30pm Tuesday 7th June.**

Action Points from this meeting

AP1 - **KS** to double check planning permission isn't required for a noticeboard in the park and the committee shall discuss this further at the next relevant meeting.

AP2 - **KS** to check with One Community if a Facebook 'like' or 'follow' is enough to be classed as a member of the group.

AP3 - **CD** to make up the winning logo entry and pass it onto **GR** at the earliest opportunity.

AP4 - **GR** to inform the winner of the logo competition and sort the prize with **KS.**

AP5 - **GR** to create a litter pick event poster to put in the YMCA.

AP6 - **KS** to chase a response from Highwood about sponsoring a litter pick event

AP7 - **GR** to make the PJ party pack available for members to download.

AP8 - **GR** to make jubilee event promotional material

AP9 - **AR** to provide an update on the bank account at the next meeting.

AP10 - Policies relating to grant applications to be discussed as a priority at the next meeting.

AP11 - Paperwork to be signed at the next meeting to formally accept **TJ, CD & AS** onto the committee.

AP12 - Discuss the idea of a summer trail at the next meeting.

AP13 - Discuss having a slush fund at a future meeting.