



## COMMUNITY MEETING NOTE

Item	Agenda item	Lead
1	<p><b>Welcome and apologies</b></p> <p>Attendees: Marcus Pickering, Keela Shackell-Smith, Emma Lovelock, Ben Pitt, Rebecca Mitton, Kim Burrows, Helene Tame, Aavid Wells, Jenny, George Yazigi, Pat.</p> <p>Apologies: Rosemarie Ferguson, Daniel Grant, Ian Gardner, Steven Emberson.</p>	Marcus
2	<p><b>Secretary vacancy</b></p> <p>Jenny has offered to take on the role as secretary.  <b>ACTION KEELA:</b> to put all records on a memory stick to handover, including meeting dates for 2016.</p>	All
3	<p><b>Senior Youth Group</b></p> <p>We have a few young people in the Senior Youth Group. More needs to be done on communication and getting more young people to the group. We also need to make sure that we have sufficient adults in attendance during the evenings. <b>ACTION:</b> to hold a meeting to discuss roles, funding and responsibilities.</p>	Marcus
4	<p><b>Junior Youth Group</b></p> <p>The Junior Youth group will be relaunched on 12 January. Helene has done a fantastic job getting a core team of 5 adults. The junior Youth Group is for 8-12 year olds, held on Tuesdays 17:00-18:30. Activities include games, competitions, quizzes and sports. The first night will discuss the club code. It will have a tuck shop and special nights. E.g. Phyllis has offered to do a gardening night, ben for a photography night. The Core team will have a DBS check and the parents have to complete a form to register. It's free to attend.</p> <p>The committee agreed to transfer the money that was allocated to the previous junior youth group, to the relaunched group. There is a funding pot of money After the wages are taken out for the previous group leaders, there is likely to be £300-£400 left.</p> <p><b>ACTION DAVID:</b> to check final figures of money allocated to the Youth group.</p> <p>Thank you to Helene for setting up the group.</p>	Ben, Kirsty, Helene
5	<p><b>Charity Registration</b></p>	Marcus

	<p>Following advice, we need register as an unincorporated association. Certain items can run through the Farm House as a CIO, but due to the amount of funding for the youth groups, we need to register too. It would mean adjusting the constitution and holding a special general meeting and appointing 6 trustees.</p> <p><b>ACTION MARCUS:</b> to review the constitution, seek 6 people to be trustees and start the application process.  <b>ACTION JENNY:</b> to include in the January agenda.</p>	
6	<p><b>LFCA logo redesign</b></p> <p>We will review the logos at the next meeting.</p>	Ben
7	<p><b>Newsletter update</b></p> <p>We currently pay £200 for the 8 page booklet. We need two adverts per edition. The electronic newsletter needs to be redesigned to be in the new format. <b>ACTION MARCUS.</b></p> <p>Teegan from bpha to be featured in the paper newsletter. Also, the Aunties Wood sign. <b>ACTION KEELA</b></p>	Keela/ Ben/ Helene
8	<p><b>Website</b></p> <p>Marcus and Ben will look to merge the LFCA and LFH websites. One hub for all. <b>ACTION MARCUS/ BEN.</b></p>	Marcus/ Ben
9	<p><b>Updates from working groups:</b></p> <ul style="list-style-type: none"> <li>• Dogs – continuing the monthly walks but have reduced numbers. <b>ACTION KEELA:</b> comms campaign.</li> <li>• Farm House – going well. Soon to buy shelving for the groups to use.</li> <li>• Youth - above</li> <li>• Events – carol singing went very well, as did the Christmas quiz and chocolate bingo.</li> <li>• Parking – parking meeting before Christmas, looking at restrictions on Stone Hill.</li> <li>• SMART – next SMART day on 9 January.</li> <li>• Street Reps – Marcus to pick up in the new year</li> <li>• Finance - £7k in account, £4k of which is allocated to the youth group.</li> </ul>	Keela Ben Ben/ Kirsty Emma David Helene Marcus David
11	<p><b>AoB</b></p> <p>Lack of telephone line was brought up at councillor surgery. <b>ACTION DAVID:</b> to take forwards.</p>	Marcus