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Website: www.leasowecommunitycentre.co.uk

Leasowe Play Youth & Community Association

Registered Charity Number **702959**

Leasowe Community Centre, Twickenham Drive,
Leasowe, Wirral. CH46 1PF

**JMC Meeting held at Leasowe Community Centre on
Thursday 30th April 2015**

Present

Iris Coates (acting as Chair), Paul Townley, Ken Williams, Pauline Murphy, Emma Hopwood, Sheila Henry, Sandra Camello, Jenni Jones, Lesley May. Alan Brown (Asset Management)

Apologies

Jane Davies, Tina Amis, Councilors Ron Abbey, Anita Leech & Treena Johnson, Ian Lewis, Danny McGarry & John Storey

Approval of Last Meeting's Minutes

These had been circulated.

Amendments made:

- People had not complained about having problems getting to the cafe when the Art Club was set up and in progress, they were concerned that the positioning of the snooker table was causing a problem for visitors getting to the cafe and that they were interrupting the Art Club.. Billy had changed the layout of the Art Club and this has cured the problem.
- Emma asked that the minutes be amended to read Emma Wilkes had been talking to the Autumn Club.

The minutes were agreed to be an accurate record of the last meeting. This was proposed by Paul and agreed by Sheila

Matters arising

Sandra said that if Danny applied to Your Housing they should be able to fund the cost of paint, for the redecorating/graffiti of the Adventure Centre, from the Community Hub.
Paul asked if the police had traced the culprits who had broken into the Centre, Wirral Radio and Addy. At the last meeting Pauline said they were sending their CCTV footage to the police but although this had been done they had received no updates from the police. The shutter had been made safe and the Council had reluctantly agreed to pay the bill of over £900 for repairs to the damage.
The Intruder Alarm for the Centre had been fixed but was no longer working. From the description of the fault Pauline thought that the battery was probably flat.

Correspondence

Paul had contacted the YMCA by email with the details of the Autumn Club, they had requested, and they had sent £250 donation to the Club. They are looking for additional funding for the luncheon club.

Invited Guests / Reports / Presentations

Sheila introduced Alan Brown to the meeting. Alan worked as the manager of Asset Training and Consultancy Limited, a private firm based in Liverpool, which had set up in the old HSBC bank building at Moreton Cross. Alan said that the firm had been trading for eighteen years in Liverpool and its primary source of income was the Government. They worked with 14-15 partners in sourcing work placements, training schemes and apprenticeships mainly for people in the 16 to 24 year old sector. The firm's stated working hours were 9.00am to 5.00pm Monday to Friday but the very nature of their business meant they were very flexible and would 'go where and when the money was needed'. The firm had 15 people working in it and Alan extended an invite to anyone that was interested to call in for a look, and coffee, at their premises. The main purpose of Asset Training and Consultancy was to complement existing services offered by firms like Wirral Radio. Ken said that he thought the firm would be 'an asset for the area and members also agreed it was good to see buildings like the old HSBC bank being utilised.

Emma asked if they could source funding for training and Alan replied 'Yes, they were Government funded'. Pauline said she hoped they would be able to source different types of funding that were not available in the Wirral. Wirral Radio had been trying to get funding for training and had applied to all of the local sources plus the Council, all of which could not provide her with what she wanted. Sheila said she would check with the Council and Alan said that he would also look into it.

Iris, as Chair, thanked Alan for attending the meeting

Financial Report

Paul reported the current bank balances

Current Account	£20,801.26
Savings Account	£34,812.26
Minibus Accounts	£ 2,477.24

There are no outstanding invoices and we are up to date with all of the payments. Paul had finished the end of year accounts and they were now with the auditor.

PEGS have still to reply to Paul's calls and emails and he had sent them a Service Level agreement. Committee members were concerned that the room could be used for the community. Emma pointed out that the delay in them moving in had been that in November the Centre did not have the internet facilities that PEGS needed.

A second speeding ticket issued for the minibus had been received and passed on to the person responsible.

A volunteer had requested to work at the Centre one day a week. This would mean that paperwork and Fire Regulations could be kept up to date. Paul suggested that the volunteer receive £10 per day for expenses and this should be put in place for a period of 40 weeks (total expenditure being £400). The meeting agreed to the proposal and was told that Emma Hopwood was the volunteer.

The meeting with Nicky Wycherley and agreement from the JMC that she should be a member means that the JMC will manage any financial income and expenditure, as has been done in the past.

Reports:

Senior Playleader

Danny had hoped to attend the meeting but had an earlier meeting. He sent his apologies if he could not make it.

Youth Report / Youth Society

Paul had met with Nicky and talked with her about a few issues which had cropped up. Nicky had asked if she could attend future JMC meetings and it was agreed that she be invited to the meetings and asked to submit a report if she could not attend. Paul thought this was an excellent idea as it meant the JMC could have a closer working relationship with the Youth Society and be able to tackle any problems or issues as they occurred.

One of the misunderstandings the Society had was they were under the impression that the JMC would fund them. Paul made it clear that although the JMC had helped them financially with their set up they now had to be self-sufficient and start to pay room rental. There was a very small amount left in the JMC account that could be used by the Youth Society, but they had to start looking at self-funding of the Club.

Emma was concerned that the age range of the Society's members had changed. The group was officially set up to provide a place for teenagers and younger children were included but changes over the past few years meant that the people the Society had been set up for were now excluded as they were too old. Paul said that these were exactly the matters that could be addressed when Nicky attended the future JMC meetings

Art Club

Iris said she had asked Tina if she wanted the paintings back now that the Autumn Club room had been redecorated. She also wanted a Vote of Thanks to Billy and Kenny minuted for their hard work in decorating the room and the excellent job they had made. All that was left to do was to plug the TV aerial into the Wirral Radio aerial. Pauline pointed out that this would mean only having to buy one TV licence in the future

Autumn Club

Emma reported that the numbers were still growing and it was taking 2 hours to collect and drive the members back home, as more people needed the transport. Now the weather is changing there were more 'outside' events being planned e.g. shopping trips etc. With an increase in the number of referrals that they were receiving more Dementia training was needed for the volunteers. Jenni said she would look into it. Emma asked the JMC if more Incontinence Bins could be provided in the toilets at the Centre. Sheila said the Council had a contract and she will ask them to address the matter. It may become necessary to have more tables for the Autumn Club

Wirral Radio (7 Waves Community Radio)

Pauline said they had loads of events booked, the current one being Christmas in May, complete with fireworks at the Liscard shopping centre. The event had been recorded on local and national television. The Christmas tree in 2014 had been poor and the event was being held to encourage local businesses to donate to this and future Christmas decorations, which would cost between 3½ to 5 thousand pounds. There was talk about the area celebrating Bonfire Night in May to celebrate 90 years of beacons on the beach. Claremont Farm is running their Farm Fest in August and the Radio Station had at least three events booked for each month, in addition to those being run by Leasowe Community Homes. They were having an increasing number calls to MC various events like the Business Awards, Chamber Awards etc,

Men's Fit Club

Ken said that despite advertising the numbers of members of the club were dwindling, mainly due to the age of its members and so Ken thought the Club would fold in the near future. There had been a problem with the treadmill and it had failed the PATS testing. Ken had fixed the problem and was waiting for the machine to be retested.

Leasowe Development Trust

Jenni reported that there would be a Joint Litter Pick Community Day on the estate. The Council were providing 6 skips, which would be sited at the 'hotspot' areas and there would be a Bouncy Castle for the children. Jenni preferred to use the field as the centre but it needed to be covered by the Councils Insurance. The event would take place in mid July so that it would not compete with the Addys anniversary celebrations in August.

LDT had been had been working to open the Leasowe library for longer hours, the current opening times were 3.30pm to 5.00pm Tuesday and Friday. On the following week the library will open all day on Tuesdays, Fridays and Saturdays. Jenni said she would work together with Emma on what would be happening in the School Summer Holidays.

Iris said that it was nice to see everyone from all of the organisations starting to work together

Leasowe Community Homes

Sandra said they would be running an 'Info day' similar to what they had run a couple of years ago. The info day will be Thursday 14th May between 9.30am to 1.30pm and taking part will be Housing, the Council, PEGS and the Fire Brigade.

Your Housing Contact Centre has information about the Bursary for young people, between the ages of 14 to 25 years. The money will be used to help young people acquire jobs, e.g. a bike for travelling etc. The youngsters would need to go before a panel and justify and explain why they needed the money and

why they are unable to fund it themselves. The amount awarded will be for a two year period. Closing date for applications is 8th May and applicants need to be a LCH tenant.

Friday 15th May is a Thank You to the Volunteers Day. The Give and Gain day will be hosted in Manchester and travel will be available.

Wirral Borough Council

Sheila said that she was looking forward to working with Emma at the Community Centre and would try to meet up with her on a Friday, when she visited the Centre. In the past Sheila had been part of a team of 38 people, this was now reduced to 2 people and Sheila had also been asked to oversee Seacombe. She said that she had received a Thank You from a Beechwood official who had come to visit and observe how the Autumn Club is run. She also wanted to thank the Centre's cleaner, who is funded by the Council.

Sheila had received the end of the year figures and the Centre had not spent very much during the past year. This was mainly due to the excellent maintenance work that Billy has done over the year.

The Allotment Centre had asked for funding help and had been visited by an official from the Council to explain everything and she was very impressed by their passion.

The Council still had a problem with Leasowe as they had too much community space on the estate for the number of people who lived there. Naturally everyone wanted to hold onto their own buildings but now that the Council have the Millennium Centre, and this is a large building. Even the schools are suffering from a poor intake number of pupils.

Councillor's Reports

With only a matter of days before the General and Local Elections none of the Councillors had been able to attend the meeting

Any other reports (updates)

Sheila had received the Annual Property Report as at 31st March 2015. A number of issues had been highlighted e.g. there had been a complaint that the water was too hot etc. A new report is being completed and should be available in a couple of weeks. There was no asbestos in the building, this had been checked and noted in the Asbestos Report. The Fire Book was updated by Sheila and Tina. A risk assessment for each room will be done by Sheila and Emma. A pipe from the boiler in the Centre goes through to the Wirral Radio building and someone was coming to check this pipe on 1st May. The figures had been sorted between the Centre and the Radio paid up to the end of March. Wirral Radio had been maintaining the water system for years as they had been labelled as the Community Centre; Sheila said that they and the Centre were covered by the Water Hygiene Risk Assessment against 'Legionnaires'.

Emma was concerned that it had never been made clear to volunteers at the Centre what their individual responsibilities were, with regard to helping at the Centre. Sheila said that this was why it was vital to have filled in Room Hire Forms as the person signing for the room hire is then responsible for any problems that may occur. After a discussion between the members Emma reiterated that there should be a meeting with the volunteers so that they are aware of the protocol and their individual responsibilities, whilst they are volunteering in the Centre. Pauline said that at Wirral Radio they had a monthly management meeting and then every quarter they had a volunteer meeting to update their volunteers. Paul said he would look at creating a Volunteer Contract. Iris said that she had always thought that things should be formalised but as Sheila said 'You can never include everything'.

Any Other business

None

Date of next meeting:

**Thursday 2nd July 2015 at 10.30am
Leasowe Community Centre**