

STEYNING AREA YOUTH SERVICE

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Secretary: Steve Coberman

Charity no. 1152572

NOTES OF A TRUSTEE MEETING OF STEYNING AREA YOUTH SERVICE WITH HORSHAM MATTERS

Date: Tuesday 9th June 2015 **Time:** 2.00pm **Place:** Steyning Centre

Present:	Trustees: P Bowell (SPC), D Coldwell (UBPC, from 3.00pm), C Hammond (APC), R Potter (BPC) Parish officers: S Coberman (UBPC), R Luckin (SPC), H Roxby (APC) Horsham Matters: E Burt, D Sheldon
Apologies	Apologies were received from P Robson (parish officer, BPC).
	This meeting was convened to discuss forward planning (particularly financial planning) with Horsham Matters, based on a letter of invitation sent on 18 th May. It was held as an informal discussion rather than a formal meeting, hence it was not formally chaired or minuted.
General matters	Mr Bowell expressed pleasure at the way the service had been developed, and in particular the initiative and effectiveness of Ms Edwards. He suggested a publishable version of the quarterly report would be welcome, and that it might be beneficial for Ms Edwards to attend monthly council meetings. Mr Potter felt that a higher profile was needed to make the public more aware of the service. It was suggested that Horsham Matters provide more reports for public presentation, and attend some parish council meetings to report back.
User base	Mr Bowell again asked for a breakdown of who are the users of the service, and whereabouts they are from. This has been requested several times, but no figures have yet been made available.
Review of service	The meeting asked for a Horsham Matters' view of the current scope of service, and what could be done to enhance it to make it more effective in the community. Mrs Burt noted that there was an increased load on Ms Edwards compared to original expectations (mainly due to WSCC reorganisations), and that this has proved a major headache to manage. Fewer volunteers have come forward than was anticipated. HDC proved very cooperative, but WSCC have not. Mrs Roxby raised the need for transition work with final year primary school pupils; Horsham Matters agreed this was a good idea.

<i>Financial plans</i>	Mr Coberman raised the need for formal proposals for 2015/16 funding to be approved by the 4 parishes in the budget round in the autumn. Horsham matters originally proposed to table a budget by end-October, but the parishes were not happy with this, and Horsham Matters subsequently agreed to provide estimates by the end of August.
<i>Annual report</i>	Horsham Matters intention is to produce an annual report by end-June.

The meeting closed at 3.25pm