

STEYNING AREA YOUTH SERVICE

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Secretary: Steve Coberman

Charity no. 1152572

MINUTES OF A MEETING OF THE TRUSTEES OF STEYNING AREA YOUTH SERVICES

Date: Wednesday 26th February 2016 **Time:** 9.00am **Place:** Steyning Centre

Present:	Trustees: D Coldwell (Chairman), S Birnstingl, P Bowell, P Butchers, C Hammond, R Potter Officers: S Coberman (UBPC, Secretary & Treasurer)
1. Apologies	All trustees were present.
2. Minutes	The minutes of the meeting of 12 th February 2016 were agreed as a true record.
3. Matters arising	Mr Potter noted that whilst the minutes were correct, there was confusion between what some trustees thought they were agreeing to and what was actually agreed. This should be cleared up in the course of this meeting. Mr Coldwell reported that he had met Horsham Matters, who agreed to be flexible and co-operative in terms of the mechanics of payment, and the parties making grants to or contracting with HM. He also noted that Lisa Boydell at HDC had indicated that another parish had, like us, set up a charity, but it has now folded. It may also be possible to ask HDC to contract with HM and SAYS, and invoice us in a similar way as happens with the neighbourhood wardens. It was noted that Sue Rogers is still interested in joining the trust, but Mr Coldwell suggested that it might be best to see if the Charity has a long-term future. He confirmed that he had spoken to her and that her interest was still there.
4. Current and projected financial position	The treasurer noted the financial status of SAYS. It indicated that the current sums held in the bank account totalled £37,283, and that the year-end projection for 31 st March (based on estimates for invoices yet to be received) showed a projected balance in the order of £2k-£33k. He was asked to chase HM for all outstanding invoices relating to this financial year.
5. Funding model for 2016/17	The was a brief discussion on whether SAYS should fund HM by way of grant or contract, and it was unanimously agreed to proceed with a contract. It was also agreed that the secretary/treasurer should request the parish contributions as grants rather than issuing formal invoices. It was noted that Steyning had only budgeted to provide £10,250. Contrary to the supposed agreement on 12th March, it was now agreed that the other parishes would contribute pro-rata based on the usual band-D apportionments.

5. Funding model for 2016/17 (cont)	The treasurer indicated that he would calculate the exact figures due from the other parishes after the meeting [<i>see end of minutes</i>]. However, it appears that the sums involved will be such that the bank account would be left emptied (or nearly so) on 31 st March 2017. Given this, the meeting agreed and confirmed the decision of 12 th February that SAYS retains the right to subsequently request further grant funding from parishes if the finances make this necessary.
6. Continuation of service beyond 31-Mar-17	It was noted that there were many possible routes that could be followed, but that discussion at this point would be premature. A number of possible schemes were tabled by Mr. Coldwell who emphasised that it was for the parishes to agree a proposal. He offered to moderate discussions between the parishes if so requested.
7. Payment for officer's services	The request from Upper Beeding PC for a payment of £2,250pa for secretary/treasurer services, from 2016/17 onwards was considered. It was agreed in principle that this was a reasonable request, but - bearing in mind that the finances are already expected to be exhausted at year-end - agreement on the exact sum would be deferred for now. It was also noted that it would be reasonable for Steyning PC to charge for use of the committee room in the Steyning Centre for trustee meetings.
8. Next meeting	This is yet to be arranged.
9. Any other business	It was agreed that the HM contract should be circulated by email, and that email confirmation by the parishes, rather than a formal meeting, would be sufficient to authorise the chairman to sign.

The meeting closed at 10.15am

AMENDED PARISH CONTRIBUTIONS FOR 2016/17, PRO-RATED TO STEYNING'S £10,250

	Band D numbers		Adjusted pro rata to SPC amount
Ashurst	147	3.23%	£589
Bramber	411.1	9.04%	£1,647
Upper Beeding	1428.2	31.42%	£5,720
Steyning	2559.2	56.30%	£10,250
TOTAL	4545.5	100.00%	£18,205