

RCDA/RCBI Young People's Strategic Steering Group

Minutes of the meeting held at 7 pm on Wed. 12th October 2005 at the Phoenix Centre.

Present: Mal Brewer, Kerry Davies, Richard Tudball, Anthony Evans, Carole Gillard, Neal Hammond, Dean Jones, Wyndham King, Jodi Lloyd, Alethea Ellis.
Apologies: Brian McGrath.

Organisations represented: RCBI, RCDA, Ton Recreation Association, Ton & Gelli BGC, Ystrad BGC, Llwynypia BGC.

1. The minutes of the last meeting held on 7th Sept. were accepted as a true record.
2. The three draft business plans for the three Boys & Girls Clubs were presented. A lively discussion followed, after which the importance of the business plans in pointing the way forward for each of the clubs was agreed. The second draft would again be developed in collaboration between the development workers and the respective management committees, and would be presented at the next steering group meeting. Copies of the three drafts were distributed to all those present.
3. Joint funding applications. Kerry undertook to present a draft application to the Young People's Fund at the next meeting. Jodi indicated that she was proposing an application to the Diamond Jubilee Fund on behalf of Llwynypia. She reminded everyone that the fund was still open but would be closing in a matter of weeks.
4. Job descriptions. Clarification was requested from the development workers about the roles and responsibilities of club leaders, as there seemed to be some confusion about the matter. Mal summed up the difference between the two very succinctly: 'development workers are there to develop the clubs, club leaders are there to run the clubs'. However, it was agreed that the differences need to be defined in black and white. The question was asked about how many evenings club leaders were expected to be in attendance in the clubs, and everyone agreed that it should be a minimum of three. It was recommended that this be included in job descriptions in the business plans. There should be job descriptions for volunteer staff as well as paid staff.
5. Reports were made by each of the development workers (attached). These outlined some of the problems encountered in the first few weeks, as well as the excellent achievements. The reports were accepted with thanks.
6. There was a long discussion about one particular problem that was identified, viz., the status of parents visiting the clubs. One recommendation was that each club should have a visitor's book, which it should be compulsory for all visitors to sign. Some felt that this might not be adequate. Kerry was asked to find out more about current legislation and report back.

The meeting was closed at 9.30 pm.

Next meeting: Wed. 9th Nov., 7pm at the Phoenix.