

RCDA/RCBI Young People's Strategic Steering Group

Minutes of the meeting held at 7 pm on Wed. 9th November 2005 at the Phoenix Centre.

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

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

The minutes of the last meeting held on 12th Oct. were accepted as a true record.

Matters Arising: (a) Funding – Jodi reported that she had obtained a £700 grant from the Jubilee Fund for Llwynypia, and Carole reported that Ystrad had been awarded £1,200. Kerry gave a description of the Young People's Fund. (b) Kerry reported that she had asked Dave Evans (BGCW) about the situation with parents visiting the clubs. If parents stay in the club any longer than the time taken to deliver their children, they are required to have obtained CRB clearance. It was agreed that we had no alternative but to insist that parents who wished to spend any length of time on the premises must obtain clearance, and that we must put effective systems in place to facilitate this process. Kerry and Julie are to undergo the necessary training processes to enable this to happen. In addition, each club is to be provided with a Visitors' Book to record casual visitors plus notices to draw attention to our legal obligations in this matter.

Draft Business Plans: Draft plans were produced for each club. They will now go forward for discussion, amendment and eventual approval by each management committee. Brian expressed thanks to the development workers for their efforts.

Job Descriptions: Neal had made an attempt to produce job descriptions to clarify the differences in certain roles. Copies of the original Field Workers' job descriptions, as approved by WEFO, were also produced. There was a long discussion and Dean requested more time to think about the matter. Kerry said that the field workers were afraid that management committees might be expecting more from the workers than they can reasonably be expected to deliver. It was agreed to defer any further discussion till the next meeting. In the meantime, the original job descriptions are still in place and they cannot be superseded although they can be clarified.

Ynys Fields: Brian described the current situation regarding the sale of the old Tennis Courts, and the position of the Charity Commission, which was now quite favourable. Planning permission was still an issue, but no great difficulties were anticipated. The sale was expected to go ahead relatively quickly, enabling work on Ton & Gelli Boys and Girls Club and Ynys Park to go ahead.

Following on from this, Neal produced an outline of plans for the Ynys Fields project as a hub for recreational activities in the area. The outline was to be seen as the first step leading to subsequent actions that were to be carried out by suggested target

dates. This was to be initiated by the Recreation Association, followed by the involvement of the community. This was acceptable to all those present.

Development Reports: Dean and Alethea distributed their reports, which were accepted with thanks. Neal announced the budget for the remainder of the current financial year for travel and subsistence as it affected the three clubs.

Development Priorities: There was a discussion about immediate priorities for the development (field) workers and management committees. It was agreed that priorities are: (a) recruiting and organising volunteers (with special reference to the appointment of competent club leaders) (b) compliance with current regulations (c) staff development (including volunteer staff).

The meeting was declared closed at 9.45pm.

Next Meeting: Wednesday, 7th December at 7pm in the Phoenix.