



WEST DEAN CENTRE MANAGEMENT COMMITTEE

Kim Carpenter
Clerk to the Council

Phil Holland
Deputy Clerk

Tel. Parish Office: 01594 564484 (9.00am – 4.00pm)
Email: admin@westdeanpc.org.uk
Web site: www.westdeanpc.org.uk

Parish Office
West Dean Centre
High Street
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212

Minutes of an Annual General Meeting of the West Dean Management Committee held on Tuesday 14th June 2022 at the West Dean Centre, Bream at 7.00pm.

Present: Cllr McGuinness – Chair of West Dean Centre Management Committee, Cllr P Dunford, Cllr Evans, K Carpenter – West Dean Parish
P Holland – Clerk/Administrator

Angela Gardner – Djabot, Louisa Smallpage-Mitchell – Guides & Brownies, Ruth Julius – BREATHE – User Groups

Mr Clive & Mrs Wendy Harris – Neighbours of West Dean Centre

All present introduced themselves.

1. Apologies:

Cllr Grant, Cllr Gayler – West Dean Parish and Pam Jones – Forest Pulse

2. Declarations of Interest

None.

3. Adoption of Minutes Meeting held on 16th February 2022

These were adopted and signed by the chairman – notes from inquorate meeting of 17th May 2022 were also signed by chairman.

4. Matters Arising from that meeting and not on the agenda

WH raised the ongoing issues with the youths playing football in the car park, climbing their fence when the ball is kicked over, their cheekiness when spoken to and the fact that there is a potential for damage to be caused to their property. WH stated that should there be any damage she would hold the Council responsible. WH also raised the issue of older youths drinking, smoking and swearing in the playpark and asked that something be done to stop this as soon as possible.

FM assured WH that this would not be ignored. A discussion followed during which many causes for this behaviour were identified and ideas on solutions were discussed.

5. Chairman's Report for 2021/22

Due to the very recent change in chairman, there was no report.



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6. Financial Matters - Approval of Annual Statement

Annual Income and Expenditure for 2021/22 were accepted and approved, Budget forecasts for 2022/23 were also accepted and the Administrator explained that the 2022/23 budget will be monitored monthly to give a more accurate depiction of the financial status of the West Dean Centre.

BE requested that preparation of a report on the roof funding requirements and recommendations be prepared for Council, following the submission of the survey completed by Adrian Birch to the Deputy Clerk.

7. Future Plans

New signage for the West Dean Centre promoting what is allowed instead of what is not. i.e., "This facility is for..." or "We welcome"

Discussion about the possible repositioning of the Playpark or netting along the boundary/paint fence with "Anti-Climb" paint and other anti-climb solutions was briefly held. Action – PH to investigate options.

There was discussion about the change of fence line around the Youth Shelter to allow access 24/7 from the road. Action – PH to investigate if this would require planning permission? Investigate cost of change to fencing & solar lights

Strategies to include the Youth, possible youth council/forum – liaise with other organisations to get advice and help, invite the youth of the parish to meetings and ask for input and feedback on projects. Possible youth café or homework area provision.

Work alongside PCSO and Police to give talks to youths to demystify the roles of the Parish Council and Police within their community

Additional CCTV camera placement to improve Centre security.

ACTION

It was proposed that the Grants Policy and Application Form be sent to the Governance Committee for review to ensure that youth groups were not excluded as BE raised the issue of Faith Groups being unable to apply.

8. Election of Committee Members

Due to poor attendance at the meeting, it was not possible to elect committee members at the meeting, the current Terms of Reference state that there must be 5 councillors and 5 User Group representatives on the committee, although those from the user groups do not have voting rights.

PD noted this is unfair to the user groups. FM proposed that the terms of reference be looked at to ensure inclusiveness of user group committee members.



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ACTION - The Terms of Reference to be reviewed by councillors and user groups for suggested amendments, once discussed and agreed they then be sent to Governance for scrutiny and then Full Council for adoption.

9. Date of next meeting confirmed as 16th August 2022

Meeting ended at 8.25pm

DRAFT