

General Meeting of BYG Development Group

Held on Saturday 22nd November 10am. In John Lampon Hall

Present :- Harry Stone, Hannah Powney (ECC youth services), Eddie Cote, Helen Cote, Marlene Smith, Simon Smith, Suzanne Bowden, Jenny Church, Graham Pullen, David Hassard (EABC)

Apologies:- Amber Harlow, David Powell, Lucy Powel, Sue Day.

1. Harry opened the meeting and welcomed everyone. He introduced David Hassard from Essex Association of Boys Clubs and invited him to propose how we should go forward in our aims for a Youth Group in the village.
2. David explained about the role of EABC (which does involve girls as well) and the activities and training that is available in the Boys Clubs. He advised that the way forward for us was to set up a Management Committee. We would need a bank account, a constitution, Insurance, CRBs (police checks). Affiliation to EABC, to commence in April 2009 (cost £45 per annum), would give us access to having CRBs at a reasonable cost and use of activity equipment on loan.
3. Harry thanked David for his help and advice and passed the chair to Hannah to proceed with the meeting.
4. Hannah chaired the next part of the meeting.
 - a) It was agreed that the club be named BYG – Bergholt Youth Group.
 - b) A Management Committee structure was agreed consisting of Chairperson, Secretary, Treasurer, Volunteer Club leader, 2 Club members and 2 volunteers.
 - c) Harry Stone was nominated, seconded and elected **Chairperson**.
5. Harry took over as Chair and the following people were nominated, seconded and elected to the Committee as follows-

Secretary – Jenny Church

Treasurer – Suzanne Bowden

Volunteer Club Leader – Eddie Cote

Club Members – Graham Pullen and Amber Harlow

Volunteers – Simon Smith. Harry would ask Sue Day and David Powell if either would be interested in taking on a role on the Committee.

5. A Members Committee to plan the activities of the Club would be set up by the Volunteer Club Leader, Eddie Cote.

6. A Constitution for the BYG would be prepared by Harry Stone and Jenny Church for circulation to the members of the Management Committee for discussion. It was agreed to affiliate to EABC.
7. Role of Volunteer Club Leader. Eddie Cote set out suggestions which included :- Fortnightly BYG meetings, Personnel required, Risk Assessments for Hall and specific activities, Registration and Membership Cards, a BYG logo, staff badges, membership fees, drinks and snack bar sales and a Christmas event. All these issues would need further discussion at Management Committee meetings and Members Committee meetings.
It was agreed that the age range for the Club would be 10 years to 16 years i.e. school years 6 to 11. The opening times of the Club would be 6.30-8.30.
8. Suzanne Bowden agreed to set up the opening of a Club Bank account. There is already a cheque for £100 from a villager and a request will be made to Parish Council for a donation. Insurance and public liability would be investigated by Harry Stone. Val Walsham (clerk to PC) would be asked about what is covered by Parish Council insurance.
9. Hannah distributed leaflets about Training Opportunities for volunteers.
10. It was agreed to hold a meeting after the Club activities session on Friday 28th November when we would also plan the Christmas session to be held on Friday 19th December.
11. This meeting closed at 12md.

Agenda for meeting on Friday 28th Nov at 8.30pm

1. Minutes of meeting on 22nd Nov
2. To confirm membership of Management Committee
3. Update on donation from Parish Council and Bank Account
4. To approve constitution (Attached)
5. Issues to be dealt with by Club Leader
6. Affiliation to Association of Boys Clubs and CRB checks
7. Any other issues needing prompt attention
8. Date of next meeting (preferably before 19th Dec Club meeting)