

HALE COMMUNITY CENTRE - BOARD ACTION LOG

Item 3.2

No.	Owner	Issue/Action	Updated	Completed	Update
4	CM/SS	<b>Meeting 23/07/20</b> GDPR awareness training – CM still outstanding		in progress	CM still to complete
5.2	NC/CB	<b>Meeting 24/02/21</b> Environmental Policy. Regular monitoring to review the various challenges and demands of sustainable development		in progress	
4.1.	NC/CB/PE	<b>Meeting 19/05/21</b> Farnham Town Council evaluation and funding for a new BMX track in South Farnham		in progress	Discussions continue
5.10.	NC	New Sub-Group to be formed to consider Maintenance of the Building suggestions	17/05/2022	in progress	
	CB	Purchase of new tables/trolleys.	01/09/2022	in progress	Grant application successful, can purchase once funds recd in Sept
8.4	NC	Mosaic commissioned for the front of the building		in progress	CB/SC have seen progress
5.2	CB	<b>Meeting 01/09/21</b> Ongoing discussions regarding Consultation Room being used as a Doctors' Surgery	01/09/2022	in progress	Various discussions with other health departments ongoing
5.5	CB/CP	Progress of the Joint Action Task Force complaints		in progress	Group is having results, good progress
5.3.	PE/NC/CP	<b>Meeting 02/12/21</b> Continuing to look at possibilities for a shedders group in Upper Hale	17/05/2022	in progress	Follow up on a recent posting on Facebook from someone looking to set-up a similar group
5.6(d)	CB	Replacement Dishwasher		in progress	Sue working on quotes
5.7(a)	CB	Search to find an alternative DBS Umbrella Body		on hold	SCA seem to be doing the job at the moment, some issues but getting there
5.7(c)	NC/CB	Succession planning to look at possibilities to cover CB's basic roles.		in progress	
5.2	NC/CB	<b>Meeting 22/02/22</b> Strategic Objectives		in progress	Operational plan in draft based on agreed strategic objectives
5.3	NC/HW	Amendments to FR Strategy	17/05/2022	in progress	HW to present a report at meeting on 6th September
6.4	CB/NC	SHIP/WISH outstanding monies	01/09/2022		Some used to fund summer activities for families, supported by PEC
7.5	PE/CB	Invite Tom Manning from Godalming Town Council to the next Farnham Youth Worker Practitioners Meeting		in progress	
7.7	CB	Review of Bookings T&Cs including discontinuation of booking deposits		in progress	
7.11.(a)	CB	Quotes to replace tables & Chairs	01/09/2022	in progress	Received and funding awarded
7.11.(f)	CB/SP	Invitation to the Girlz Club to visit Winery/Farm and attend a meeting at Farnham Town Council		in progress	
8.1	TQ	Include Surrey Air Ambulance in the Centre's list of drop off points for donations	17/05/2022		
8.3	CP/CB	Surrey Police training course for Youth Centre volunteers	17/05/2022		
8.4.	CP/NC	Consultation re Sculpture/Steps Project	17/05/2022	ongoing	
6.1.(a)(i)	NC	<b>Meeting 17/05/22</b> Circulate paperwork in respect of skills audit			

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6.1.9(a)(ii)	CB	HCC Environmental Policy and sustainability reference to be included in each of the five operational objectives			
6.1.(a)(ii)	CB	Investigate the addition of a Bike Shed in the Youth Centre			
6.1.(b)(ii)	CB/CM/SP	Where does the Senior Group stand with regards to related projects in view of their being self funding			
6.1.(d)	CB	Risk Register to be reviewed			
6.1.(e)	CB/NC	Talk about and highlight Job Club to other groups			
6.2	PE/CM/CP/SP/JS	Completion of Trustee Paperwork - Code of Conduct & Role of Trustees, Conflict of Interest Declaration			
6.3	HW	Independent Examiner			
7.1.(d)	CP	Transport for 2-day off site outing for Girlz Club			
7.1.(i)	CB/CP	Discussions with SCC re-parenting support for 7 to 11 year olds and the possibility of converting the Family Centre to a Family Hub	01/09/2022	ongoing	Various meetings have been held; funding applied for to run youth group for 7 - 11 year olds
7.1.(k)	CB/NC	Establish a peer support group for SHIP/WISH	01/09/2022	ongoing	Specifically for parents with SEND children - agreement with Surrey Care Trust, just need to iron out details
7.2.(b)	CB	Review Free of Charge Bookings	01/09/2022	ongoing	Jean has re-classified bookings to make it clearer if the room is an internal meeting, offered to another group for or part of a grant allocation which requires us to provide the facility for
7.3.(a)	HW/PE	Community Lottery Grants Review			
7.3.(b)	ALL	Review Funding Strategy with regards to replacing the £24k deficit			
8.2	NC/CB	Provision of a Youth Centre short/medium/long term budget for consideration			
8.4	CB	Installation of additional water butts			