

### HALE COMMUNITY CENTRE - BOARD ACTION LOG

Owner	Issue/Action	Updated	Completed	Update
	<b>Meeting 23/07/20</b>			
CM/SS	GDPR awareness training – CM still outstanding	17/11/2022	in progress	JH spoke to the software provider who resent a link to CM to complete
	<b>Meeting 24/02/21</b>			
NC/CB	Environmental Policy. Regular monitoring to review the various challenges and demands of sustainable development	17/11/2022	in progress	The urrent Environmental Policy is under review in line with recent new guidelines from ACRE.
	<b>Meeting 19/05/21</b>			
NC/CB/PE	Farnham Town Council evaluation and funding for a new BMX track in South Farnham		in progress	Discussions continue
NC	Mosaic comissioned for the front of the building	14/02/2023	in progress	Community Day planned for 15 Feb to finish mosaic
	<b>Meeting 02/12/21</b>			
PE/NC/CP	Continuing to look at possibilities for a shedders group in Upper Hale	14/02/2023	in progress	Tracy having open day 15 Feb for people to express interest in joining a group called Bobs
CB	Replacement Dishwasher		in progress	Sue working on quotes
CB	Search to find an alternative DBS Umbrella Body	17/11/2022	on hold	SCA seem to be doing the job at the moment, some issues but getting there
	<b>Meeting 22/02/22</b>			
NC/HW	Amendments to FR Strategy	06/09/2022	in progress	HW has completed a first draft but suggested before circulating that further actions should be discussed.
CB/NC	SHIP/WISH outstanding monies	17/11/2022		Some used to fund summer activities for families, supported by PEC
CB	Review of Bookings T&Cs including discontinuation of booking deposits	17/11/2022	in progress	A draft review is currently being worked on as part of a major overview of Health & Safety and Safeguarding policies
CB/SP	Invitation to the Girlz Club to visit Winery/Farm and attend a meeting at Farnham Town Council	17/11/2022	in progress	
CP/CB	Surrey Police training course for Youth Centre volunteers	17/05/2022		
CP/NC	Consultation re Sculpture/Steps Project	17/05/2022	ongoing	
	<b>Meeting 17/05/22</b>			
NC	Circulate paperwork in respect of skills audit	06/09/2022	ongoing	Paperwork to be circulated in due course
CB	HCC Environmental Policy and sustainability reference to be included in each of the five operational objectives			
CB	Investigate the addition of a Bike Shed in the Youth Centre	06/09/2022	in progress	Referred to the Maintance Sub-Group
CB/CM/SP	Where does the Senior Group stand with regards to related projects in view of their being self funding			
CB	Risk Register to be reviewed	06/09/2022	in progress	Will be undertaken in the next quarter to include the Youth Centre and Community Fridge & Cupboard
CB/NC	Talk about and highlight Job Club to other groups			
CM	Completion of Trustee Paperwork - Code of Conduct & Role of Trustees, Conflict of Interest Declaration	17/11/2022	in progress	Delayed due to family commitments.
CP	Transport for 2-day off site outing for Girlz Club			
CB/CP	Discussions with SCC reparenting support for 7 to 11 year olds and the possibility of converting the Family Centre to a Family Hub	14/02/2023	ongoing	Talks ongoing with a group compiled of Barnardos, SCC Early Years team, CP and Centre Manager
HW/PE	Community Lottery Grants Review			
ALL	Review Funding Strategy with regards to replacing the £24k deficit	06/09/2022	in progress	HW has completed a first draft but suggested before circulating that further actions should be discussed.
NC/CB	Provision of a Youth Centre short/medium/long term budget for consideration			
CB	Installation of additional water butts			

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	<b>Meeting 05/09/22</b>			
PGM/NC	Implementation of a Document Control Register and any reference in future to Policies in Agenda/Minutes to include date of issue	06/09/2022		
NC	Trustee from Farnham Maltings to be invited to attend the next meeting to talk about their strategy, etc.	06/09/2022		
CB	Fridge & Cupboard, set-up a networking meeting with other similar groups	17/11/2022	ongoing	First meeting held online with 2 other local Fridges
CB	Fridge & Cupboard, undertake enquiries with local councils about possible funding	17/11/2022	ongoing	Some funding received as part of Govt Winter Support funding
CB/NC	Replacement Flooring for main hall and carpets throughout the building	06/09/2022	ongoing	Referred to the new Maintenance sub-group / NC/CB to consider potential sources of capital funding
CB	LED Lighting quotes to change all the lights n the centre	17/11/2022	in progress	New Admin Assist will get quotes
	<b>Meeting 22/11/22</b>			
CB	Look at possibility of a Member of the local Muslim Cmmunity becoming a Trustee	14/02/2022		
NC	Strategic Meeting - what has been takken on and what happens next	14/02/2022	ongoing	
CB	Stats from CAB on what kind of queries they are handling from the community	14/02/2023	ongoing	To be reported at Feb Board Meeting
CB/PE	Possibility of Film Group who worked with FTC doing something similar at HCC	14/02/2022		
CB/SP	Possibilities for audio visua recording of events, etc	14/02/2022		
CP	Electric Hybrid Minibus	14/02/2022		