

MINUTES of the meeting of the ACTIVITY CENTRES MANAGEMENT BOARD held on the 1 July 2021 online.

Present: S Mather (Chair), T Andrews (District Chair), M Sweet (DC), A S Hague (Secretary), H Greenwood, R Parker, R Salisbury, C Stephenson, S Stephenson.

Apologies: K Ryan.

	Action
<p>1. Minutes of the Previous Meeting: The minutes of the meeting held on the 6 May 2021 were agreed as a correct record.</p>	
<p>2. Matters Arising: Nil – to be picked up at the next meeting as this meeting had been called to specifically discuss the reopening of the centres in line with the latest Covid restrictions.</p>	
<p>3. Treasurer’s Report: The CAF Bank account balance on 28th June was £39,880.66. There was £45,000 on deposit. Hampshire Trust Bank has £20,000 earning 1%, which matures on 18th September 2021. A further £25.000 is at Redwood Bank, earning 0.8% maturing on 17th May 2022. Total funds = £84,880.66.</p> <p>There has been no Capital expenditure this year to date. Other expenditure to date is £8,130.75 Bookings were starting to be received. Income to date of £341.50 has been deposited in the Bank Account.</p> <p>On 9th May Fisher Wrathall Commercial visited SilverHelme and Littledale to prepare Building Reinstatement Valuations. These will be used to ensure that our buildings are correctly insured. The resultant report had been circulated for the Board’s information and a copy is attached to these minutes.</p>	
<p>4. Operating Committee report - Reopening the Centres: Chris reported that the sites were in excellent order and bookings were coming in. A number of questions were raised with regard to responsibility for cleaning the sites’ lodges and toilets.</p> <p>i. As far as Covid-19 was concerned requirements were outlined in the respective risk assessments; leaders were charged with maintaining the required standards during their group’s stay. It was confirmed that showers could be used but this was expected to be under leaders’ control.</p> <p>ii. Discussion took place on housekeepers’ duties following a report from Chris that Dorothy had expressed the view that it was not her responsibility to clean the toilets</p>	

<p>at SilverHelme. As this task was reportedly carried out by the Littledale HK Chris agreed to investigate. It was not apparent whether any list of duties existed.</p> <p>iii. Camping after 19 July (Next Roadmap Step) Various views were expressed as to how Scout camping might proceed after 19 July. There was a view that current advice forthcoming was not entirely clear. Howard felt that all proposed camps were under pressure; it was hard to make plans when, in his own case, a significant number of Scouts were presently self-isolating. There was agreement of the need to be flexible with those who had booked our sites if peoples plans needed to be changed.</p>	<p>CS</p>
<p>5. AC's Strategy and Long-Term Plan Deferred.</p>	
<p>6. Projects:</p> <p>Littledale Water Supply Howard reported that the contractor had indicated that he was attending on site the previous weekend to deal with remaining issues. It was not known if this had happened and he agreed to chase. With regard to the water testing that had been carried out it was reported that there were questions over this having been done correctly as a run-through had not allegedly been performed prior to testing. The recommendation that a cap needed to be placed on the well needed to be actioned. Bottled water was being provided for campers pending the resolution of the above.</p> <p>In response to a query from Tony concerning whether all required checks and maintenance had been carried out at the Centres in anticipation of reopening, Chris stated that every check had been done.</p> <p>Environment Weekend 2021, SilverHelme Chris reported that he was liaising with Kieron and Ben Goldsworthy, who was leading on this, to finalise arrangements. Funding would be available for materials etc.</p> <p>Wi-Fi Systems and CCTV - Littledale Ray confirmed that the installer had been paid for the equipment he needed. Chris agreed to contact Kieron to check on progress.</p> <p>As it was not known who had installed, without authority, the CCTV camera(s) at Littledale it was agreed that the equipment should be taken down.</p>	<p>HG</p> <p>SM</p> <p>CS</p> <p>CS</p> <p>CS</p>
<p>7. Any Other Business:</p> <p>i. Fencing at Littledale It was understood that some boundary fencing required to be replaced. Discussion ensued regarding the funding of this and it was confirmed that it had previously been agreed by the Board that funding limits for work required in emergency were</p>	

<p>by Wardens £250, Chair ACOG £500 – and ACMB for sums above that. Chris agreed to follow up on what was being proposed.</p>	<p>CS</p>
<p>ii. Public climbing on rock faces near SilverHelme Tony said that he would investigate this reported occurrence.</p>	<p>TA</p>
<p>iii. Notice of an application to register mines and minerals including whole powers of working for the land occupied by SilverHelme Activity Centre. This matter had been discussed at the meeting of the Executive where it had been agreed that the District should register an objection to this application. Tony outlined the details of the District's objection that he had communicated on behalf of the Trustees.</p>	
<p>iv. Littledale Marquee Ray agreed to let Tony know the dimensions of the marquee.</p>	<p>RS</p>
<p>v. Booking Request A booking request had been received from the NCS for a wedding reception at Littledale. It was agreed that this request be declined in line with previous policy.</p>	<p>SS</p>
<p>8. Date of next meeting: 9 September 2021. Venue to be confirmed.</p>	