

**Darfield Community Association**  
**Committee Meeting Minutes - 28<sup>th</sup> April 2003**

Item	Agenda	Action
<b>1.</b>	<b>Present – Committee Members</b>	
	Glenda Sheppard – Secretary    Chris Bramall - Treasurer    Mick Addey Christine Lyons                      Colleen Stud                              George H Needham	
	<b>Present</b>	
	Sandra Greatorex – VAB            Carmen Hancock-Jones            Maria Kelk	
	Amanda Bradshaw                      Marleen Tayler                              Deborah Netherwood	
	Andrew Glover                              Beverley Buxton                              Andy Nicholson Susan Nicholson	
<b>2.</b>	<b>Apologies for Absence</b> Keith Bird, Isabel Harris – BMBC, Cllr Fisher, Cllr Gillian Bates, Robin Bates - Chairperson	
<b>3.</b>	<b>Review and Approval of the Previous Minutes 24<sup>th</sup> February 2003</b> Approval proposed by Colleen Stud, Seconded by George Needham	
<b>4.</b>	<b>Matters Arising not covered elsewhere in the Agenda.</b> None	
<b>5.</b>	<b>Correspondence</b> Area Community Plan 2003 Darfield, Wombwell North and Wombwell South Pioneer Areas Funding Agreement – BP008 – Cheque for Community Audit Pioneer Areas Funding Agreement – BC028 - Development Grant. Barnsley Credit Union – Financial Support for low income. VAB Barnsley – Constitution Notes.	
<b>6.</b>	<b>Finance Report</b>	
6a	Report Current finances is £22,279.00 comprised of £716.00 Residual from Gala & Misc. £133.00 Area Forum General Expenses Grant £21,430.00 - Community Audit Part Payment. Draft Accounts distributed with previous minutes and will be subject to AGM approval.	
6b	Legal Insurance for the association, (i.e. liability, public, employers, indemnity , equipment, etc) Working with Cllr Dixon & BMBC legal to ensure correct insurance to cover group activities	Isobel Harris
6c	Funding Issues. Date & Time of meeting to be arranged for a systems audit with VAB re GALA 2002 funding.  Funding Possibility to be investigated regarding a Mature Worker project through objective 1 Meeting to be arranged with C Bennett of Objective 1.	C Bramall  G Sheppard & Amanda Bradshaw.
<b>7)</b>	<b>Progress of Community Workers</b>	
7a)	Community Participation Worker Andrew Glover - 37 Hours a week - In post as of 28 <sup>th</sup> April 2003, will report at next meeting. A request was made for him to help to support Gala Preparation It was agreed that Andrew will visit local organisations as a follow up to Gala Letters	Andrew Glover
7b)	Darfield Health Improvement Worker Appointment was made 28 <sup>th</sup> April name to be provided subject to references Start date within 1 month, Funded up to June 2004 with potential for continuation.	
7c)	Education Development Worker Amanda Bradshaw now appointed and will start to build up educational opportunities .	
7d)	Sports Development Worker Negotiations taking place 30 <sup>th</sup> April 2003 with Carol Brady of BMBC to investigate possibility of SDW for summer holiday period split between Darfield & Great Houghton.	Glenda Sheppard/ Amanda Bradshaw
7e)	Administration Worker Debra Netherwood, Overview of role and resources. Has initial responsibly for setting up the Office subject to agreeing location.	

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<b>8.</b>	<b>Sub Committee Reports</b>	
8a)	Steering Group	
	Development day at Northern College is to be arranged for a date before the next meeting to undertake action planning for the group.	Glenda Sheppard
8b)	Health	
	Not Active	
8c)	Environment	
	Not Active	
8d)	Park Management	
	Not Active	
8e)	Community Safety Group	
	The Darfield Against Crime have a Public Meeting 29 <sup>th</sup> May 2003 – Church Hall Darfield 7 pm. Request 2 members from this group to attend plus the Participation Officer.  They reported that contact has been made with the Community Police Representatives. Inspector Sanderson has been contacted for police representation at the public meeting. They are distributing a Questionnaire for Darfield residents to be returned prior to their meeting.  An offer of support from DCA was made to the group in respect to administration support once the office is established.	Robin Bates + 1
8f)	Education	
	Amanda to report back on venues and courses at next meeting.	
8g)	Publicity	
	Article in Barnsley Chronicle.  Information for inclusion in the news letters is currently being received by the secretary Local scouts to be approached with view to Delivery Logo to be designed by Design Ink printing services of Wombwell. Stationary to be ordered	Robin Bates. Glenda Sheppard
8h)	Darfield Gala	
	Meeting Date arranged for May 6 <sup>th</sup> 7pm–GALA Meeting – Village Club to be arranged.  Disappointing attendance for the GALA committee meeting of the 7 <sup>th</sup> April. A Decision was made to continue with the GALA despite low turn out. Offers of support have now been made from C Hancock-Jones, Maria Kelk, Andrew Nicholson, Susan Nicholson, Beverly Buxton, Colleen Stud, Christine Lyons, George Needham, G Bates, R Bates, G Sheppard and the Participation Worker.  We need to do the minimum necessary to make it work due to time constraints.  Sent 67 letters to Charities, groups, companies received 4 responses .	George Needham  G Sheppard
8i)	Neighbourhood Plan	
	No Action at this time awaiting outcome of community audit.	
8j)	Youth Group	
	No Representation at Meeting  Andrew Flemming – Youth Outreach worker to be contacted	Glenda Sheppard
<b>9)</b>	<b>Premises for Workers</b> Meeting on Wednesday 30 <sup>th</sup> April 2003 to discuss / sign lease.	Sandra Greatorex
<b>10)</b>	<b>Community Audit</b> Clearview - The consultation process with the management committee and residents shall take place in the near future.  A report on the community audit issues to be given at next meeting  A Meeting has been arranged for the 2 <sup>nd</sup> May with Sandra Greatorex & Robin Bates with Shaun Brady of Clear view, anybody interested in working on working on audit £5.60/Hr. CV to Glenda / Sandra.. Unemployed / Students / Benefit. Questionnaire Production and Delivery. Shaun to be invited to next meeting.	S Greatorex.

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<b>11)</b>	<p><b>AGM Arrangements / Clarification and Adherence to Constitution</b>  AGM agreed to be held Monday 2<sup>nd</sup> June.  Venue to be arranged for Darfield Church Hall.</p> <p>Constitution to be developed for proposal to AGM at the Northern College Session</p> <p>AGM to be announced in Independent / Barnsley Chronicle / Local Posters</p> <p>Individual Reports to be prepared by Chairperson, Secretary &amp; treasurer in writing for issue and Presentation at the AGM.</p> <p>A discussion took place that nominations would be need for members wishing to participate in the management committee.</p> <p>A Body of 12 will constitute the management committee. From which the management committee will then elect the Chairperson, Vice Chairperson, Treasurer, Secretary.</p>	<p>Andrew Nicholson</p> <p>Committee.</p> <p>Deborah Netherwood</p> <p>R Bates  G Sheppard  C Bramall</p>
<b>12)</b>	<p><b>Any Other Business</b>  No Other Business</p>	
<b>13)</b>	<p><b>Date and Venue of Next Meeting</b>  19<sup>th</sup> May. 7pm Start – 9pm Finish ( Not the last Monday in month due to Bank Holiday )  <b><u>VENUE WILL BE DARFIELD OAP CENTRE, ILLSLEY ROAD, DARFIELD.</u></b></p>	

Accepted as a true record

Signature .....

Chairperson.

Date .....

Enclosures

Application Form for Action Planning Day.

**Darfield Community Association**  
**Agenda**  
**19<sup>th</sup> May 2003**  
**Darfield OAP Centre**  
**Commencing 7pm**

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|-----------|---|
| Item      | Agenda  |
| <b>1.</b> | <b>Present</b>  |
| <b>2.</b> | <b>Apologies for Absence</b>  |
| <b>3.</b> | <b>Review and Approval of the Previous Minutes 31<sup>st</sup> March 2003</b> |
| <b>4.</b> | <b>Matters Arising not covered elsewhere in the Agenda.</b>                   |
| <b>5.</b> | <b>Correspondence</b>   |
| <b>6.</b> | <b>Finance</b>  |
| 6a        | Report  |
| 6b        | Legal   |
| 6c        | Funding Issues.   |
| <b>7.</b> | <b>Community Workers</b>  |
| 7a        | Community Participation Worker  |
| 7b        | Darfield Health Improvement Worker  |
| 7c        | Education Development Worker  |
| 7d        | Sports Development Worker   |
| 7e        | Administration Worker   |
| <b>8.</b> | <b>Sub Committee Reports</b>  |
| 8a        | Steering Group  |
| 8b        | Health  |
| 8c        | Environment   |
| 8d        | Park Management   |
| 8e        | Community Safety  |
| 8f        | Education   |
| 8g        | Publicity   |
| 8h        | Darfield Gala   |
| 8i        | Neighbourhood Plan  |
| 8j        | Youth Group   |
| <b>9</b>  | <b>Premises for Workers</b>   |
| <b>10</b> | <b>Community Audit</b>  |
| <b>11</b> | <b>AGM Arrangements</b>   |
| <b>12</b> | <b>Any Other Business</b>   |
| <b>13</b> | <b>Date and Venue of Next Meeting</b>   |

# Darfield Community Association

We wish to invite you to a day of action planning to help establish the future of the Darfield Community Association.

A Professional facilitator will steer the group through the day to achieve the goal producing clear plans and actions for the next twelve months.

The Event will be held at Wentworth Castle - Northern College, Stainborough on Saturday 17<sup>th</sup> May 2003 9:30am to 4:30pm

Refreshments and Lunch will be provided

There are Only 15 Places available so a rapid response is required.

During the day the paid workers will join the group to help forge good working relationships and a common understanding

We look forward to a successful, pleasant and productive day.

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Please complete and return to  
Glenda Sheppard, 15 Springbank, Darfield, Barnsley, S73 9LF

I wish to reserve a place on the Action Planning Day :

Name .....

Address .....

Telephone Number .....

Do you require transport arranging Yes / No

Do you have any special Dietary Requirements Yes / No ( Give Details )