



Mount Hawke Youth & Community Group

Title: Mount Hawke Youth & Community Group Annual General Meeting

Date: 8th December 2023

Start time: 7:30pm

End time: 8:50pm

| Present | Apologies |
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| Peran Clemence (trustee) (PC) | Chris Books (trustee) |
| Vanessa Luckwell (trustee) (VL) | |
| Mike Shilton (trustee) (MS) | |
| Alexandra Cheal (trustee) (AC) | |
| Eugene Clemence (trustee) (EC) | |
| Steve Puento (trustee) (SP) | |
| Wayne Davey (trustee) (WD) | |
| Nigel Hunt (trustee) (NH) | |
| Barry Holding (General Manager) (BH) | |
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| Public | |
| Jake Anderson (Skateboard) (JA) | |
| Neil Waddington (BMX) (NW) | |
| Reuben Cheal (Scooter) (RC) | |

Notes:

| Item | Key/Action Points/Information | Action By: |
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| 1. | <p>Introduction and Welcome.</p> <p>PC opened the meeting and thanked everyone for attending. PC then gave an introduction of himself as current Chairman to the Board of Trustees and provided information on his background and rationale as to why he wanted to become a trustee. LC, MS, AC, EC, SP, WD, NH & BH all introduced themselves individually providing a little background information on themselves and their reasons for becoming a trustee.</p> | |
| 2. | <p>Brief Review Since Last AGM</p> <p>PC provided information and updates on performance and operation of MHYCG. PC detailed some of the improvements to include CCTV, additional sections to the bowl, catering equipment, TV's for the lounge, reception</p> | |

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| | <p>desk and addition of the MH skate shop. PC detailed some additional works that are still underway for the outdoor pump track which will be completed in the new year.</p> | |
| 3. | <p>Financial Report</p> <p>An update on the financial status and end of year accounts was presented by AC who also informed that the presentation notes would be available online. AC informed that the park was doing better than pre-covid times and that sales have increased and continue to do so; that there has also been a decrease in expenditure. AC informed that MHY&CG is in a good place financially and that next steps were investment planning. The park use, sales, retail and café are all in an upward trajectory.</p> | |
| 3. | <p>Nomination for the position of Chair and Vice Chair</p> <p>EC commented that no other nominations had been put forward to the positions of Chair, Vice Chair and Treasurer and asked that a vote be cast for the continuation of PC as Chair, VL as Vice Chair and AC at Treasurer. The vote was taken and unanimously agreed that the positions would continue with PC, VL and AC within their positions.</p> | |
| 4. | <p>Updates from Trustees with regards to Specific Department/Areas</p> <p>PC – Retail and Business began in explaining his role was to assist BH with the retail and business elements of the park. Commented that the retail department was doing very well week on week, with MH branded merchandise, quality equipment and spares. PC also added that as part of his volunteering to remodel the outdoor pump track, had run into a few man power issues over the summer and that there was plans to have the pump track completed ready for the new season. The Pump track was initially built using funded money and that it needed a clean up and remodel and that the pump track provides another offering to the local community.</p> <p>VL – Responsibilities for HR and Funding, commented that there were no current HR issues and that everything was running smoothly. Updated on funding – Police funding provided £5,000 to provide use of the park and equipment (paid for through the funding) for young adults at risk of homelessness and has been very successful – this pot of funding is open again in January and it is hoped MH will be able to continue this offering. VL then spoke of new funding coming available for Health and Wellbeing with a possibility of memberships for disadvantaged members of the local community – this was a project to be worked out. The Community Capacity Fund application for a revamp of the café/toilets area has been put on hold but has been adapted for the possibility of a 5 year plan to look at finances and a strong business plan to improve the park and will include community engagement. VL mentioned that Sport Funding is very difficult at the moment.</p> <p>NW commented that British Cycling might be an avenue to explore. WD added that as there were some GB riders using MH so could be a good link in.</p> | |

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| | <p>MS – Responsibilities around fire and building safety. Updated that a Fire Risk Assessment and H&S walk around was due and was liaising with BH to get this sorted. Added that the Roller Shutter (from plaza to indoor area) did not form part of a strategy of use; the roller shutter is heavy potentially dangerous as well as being a security risk (people getting in without paying). Temperature of the park, especially in summer was an issue and recommended looking at ways to ventilate the park. Additionally, some work was needed to level the emergency exit pathways and this was a project to be included in the FRA.</p> <p>EC – Responsible for Safeguarding and acting as Staff Rep (shared with NH). Informed that safeguarding training was up to date and that there was an online training system also in place. First Aid training had recently been carried out as well as Food Hygiene and Fire Marshall training planned for January.</p> <p>NH – Responsible for Safeguarding and Staff Rep (shared with EC). Commented that it was important to keep the park accessible for beginners as it has a tendency to be big and professional (level) and was currently looking at ways of getting under privileged into the park and would be liaising with VL with regards to a possible change to the Police fund and how it is spent.</p> <p>Chris Brooks (trustee and responsible for tech and IT) had sent his apologies. BH updated on his progress; had assisted with the delivery of the CCTV system installed earlier in the year and had recently completed the installation of additional speakers (with amp) in the riding area to make the music sound better.</p> <p>SP – Events/Projects & History Lead updated with the work he had been doing with regards to the history of MH and had been to local archives and use the internet but there was not much available. SP has recently sat with a working group of older users to understand the history of the park and was looking at events to get more info and background. Looking forward, next 6 months or so would like to get some of the history on paper as it is important to preserve history.</p> <p>WD – First Aid Safety Lead. Updated on new equipment that had been bought (kit bags, wheelchair) but still more to do and to add. Is hoping to run some additional first aid training session in the new year to deal with more serious scenarios (head and spinal injuries).</p> <p>PC thanked the trustees for their work and their updates</p> | |
| 5. | <p>General Managers Update</p> <p>BH then updated the board and users on progress within the park, commenting that much of his update had already been covered off by the trustees.</p> <p>BH explained that he had come into post at the tail end of the financial reporting year and had seen good growth after a quiet summer and autumn period of 2022. Adding that the team at MH had made him feel welcome</p> | |

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| | <p>and embraced the changes and different ways of working. BH commended the staff at MH for their hard work.</p> <p>BH explained that the team had shrunk but had since increased with new staff members who have slotted into the MH team well and now had a healthy coaching team with Frankie running the Skate GB hub and group lessons, Zain continuing with 1-2-1 lessons and new member, Sheree, focusing on women and absolute beginners.</p> <p>BH then itemised a number of changes and investments into the park (cctv, reception desk, ramp adjustments, catering equipment TV's and a new skate shop and that, with all the additional spend in the year, the current finances were much healthier than they were the same time last year (2023 vs 2022).</p> <p>BH informed members of the concession sessions on Wednesday nights, monthly £5 Friday open sessions and updated further on the Police Crime Commissioners funding the park received. Further update on the Skate GB Pipeline Project and its successes.</p> <p>Looking forward, BH added that a deal had been done with the Royal Navy and their community Outreach team who will be helping decorating in the park as well as assisting with some external grounds work. Plans to develop a 5 Year business plan (funded) were also talked about mentioning the community input into this project.</p> <p>Finishing, BH added that MH was in a good place at the moment and was moving in the right direction.</p> | |
| 6. | <p>AOB & Questions from the floor.</p> <p>NW – Suggested changing the photos in the café lounge area, saying that with the talent using the park that the old photos could be made more current with new users. It was agreed that this would be looked at and new photos printed to replace old ones.</p> <p>NW – Commented that with the history project that SP was working on, maybe a documentary could be made from it – similar to the Rom Boys documentary. SP agreed this was a good idea but said to get the information together first and see where it goes.</p> <p>NW – Asked about season passes; money up front for a certain fixed term. BH said it would be looked into. PC said that with a new EPOS system (currently being looked at) this could be possible.</p> <p>NW – Asked if it was worth, with the funding from the PCC, would it be possible to buy a fleet of bikes. BH explained issues around bike maintenance and that more injuries occur with novices on bikes than other disciplines.</p> <p>NW – Suggested a Sliver Surfers type of session (40+). Will be looked at.</p> <p>NW – Asked what is next for the park. EC passed the question back to the floor asking what they would like, what they would do next. JA said that there was a risk that MH could get stale and with other indoor parks opening their doors (Love Park and TR7) they might be seen as more attractive. BH responded saying that this would all be part of the 5 year plan, consultation with staff and users. AC suggested feedback forms.</p> <p>RC – said that when the new park is designed that it is important to keep the flow of the park. All were in agreement.</p> <p>JA – Commented that the café lounge was looking dated and tired. PC added that there were plans for funding which may still happen.</p> | <p>BH</p> <p>SP/BH</p> <p>N/A</p> <p>BH</p> <p>BH</p> <p>BH</p> |

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| | SP – mentioned that it would be good to have a stretching area, and that maybe the suspended ceiling in the studio could be removed and bars added to allow people to stretch and hang. BH said that the cost would not benefit the park enough. | |
| 7. | Close PC thanked everyone for their attendance and input into the meeting and closed the meeting at 8:50pm | |

Notes taken and compiled by Barry Holding

12/12/2023