

Minutes of the Meeting of the Youth Committee held on Thursday 11th March at 7.30pm in Milton Community Centre

Present: HM Smith (chair), EH Baker, L Henderson, David May (representing colts cricket)

Action

Min 115/04

1 Apologies for absence None received

2 Declarations of interest None

3 Minutes
The minutes of the meeting of 11 Feb 04 were approved

**4 Youth Building
Specification for tender**

- plans

A revised plan was discussed - increased size of group room (4m x 3m), glass door to recreation ground for possible use by sports clubs, what is needed to create a dark room combined with disabled toilet, size and arrangement of storage cupboards

- written specification

Tender return date of 14th April was agreed, provided the final tender was ready next week. Neil Gooden had helped HMS with this, based on details given in previous estimates from builders. Further details were added. (DM left the meeting)

- Health and Safety Consultant

Neil had advised that we should get a pre-construction report from a H & S Consultant. This should be commissioned now, and the report should be available to those tendering for the contract before the tender return date. This could save costly modifications later. The work may cost £500-£1000. Neil would provide some suggestions of companies to do this work.

Review of Business Plan

More details of uses to be added, and history of consultations with young people (the Youth Building had been requested during discussions about youth play areas in 1999)
A timetable for action was agreed (Gantt diagram).

ELH, LH and HMS to meet on Monday morning as a working party at 7 Hall End, 10am with any others from the Youth Committee to finalise the tender papers as agreed which should then be sent out.

The meeting ended at 9:45pm.

Signed.....Chairman.....Date