

**Nailsworth Youth & Community Enterprise**  
**Minutes of Committee Meeting**  
**held following AGM on Wednesday 19<sup>th</sup> November 2025**

**Present:** Jonathan Duckworth (JD) Chair; Les Haines (LH) Secretary; Fern Bratby (FB); Fred Ashworth (FA); Mark Smeaton (MS); Biddy Turner; Derek Pitt; David Range.

**Apologies:** Dave Parker (DP); Cliff Jordan (CJ); Tracy Shipp (TS); Claudia Weston (CW); Mark Peer (MP); Cllr. Luke Stewart (LS); Iain McIver (IM); Pam Brown (PB).

**1. Minutes of Previous Meeting held Wednesday 24<sup>th</sup> September 2025:**

**1.1** The Minutes of the meeting had been circulated by LH by e-mail on 29<sup>th</sup> September; they were accepted as a true record and can be added to our website (PB).

**2. Matters Arising:**

**2.1 Website development** – JD and MS are progressing this.

**2.2 Acorn School classes** – in the absence of any information to the contrary it is thought that the school has still not provided a safeguarding policy to us; trustees were also aware that some of their more senior female students have knowledge of the door access code for entry to the building allowing them to open the door prior to the arrival of a member of staff to conduct a lesson and supervise them. Trustees know that the school considers the safeguarding of students to be of primary concern to them and they (Acorn) did originally ask for an interior lock on the upstairs room door (which was declined by trustees).

It was pointed out at this juncture that a large number of people have knowledge of the door code and a short discussion was had about remedying this whilst acknowledging that changing the number sequence was not a simple action; is a new door code block required? No firm conclusion was reached therefore this matter is **ongoing**.

**Actions** Acorn to be asked for sight of their safeguarding policy forthwith; also to be reminded that students should not be allowed access to the building and to their 'temporary 'classroom' space other than under the constant supervision of a member of their staff. PB as NYCE's link to the school to be asked to get these messages across to them.

**2.3 Cracked windows x two** in the upstairs meeting room. FB updated the meeting with the news that Roman Glass had inspected the damage and it has been arranged for that company to attend early in December to replace the two windows at a cost of £330 each. The 3<sup>rd</sup> undamaged widow will not be changed.

**3. Other Business:**

**3.1** Biddy Turner suggested that it would be worth the committee considering **further promotion** to highlight the wide range of activities at the Sub Rooms, the versatility of the space and especially the usefulness of the upstairs meeting room.

Meeting also briefly touched on the current percentage use of the building, thought to be about 60 -70% of full capacity potential.

**Actions:** (i) it was agreed that some thought would be put into creating further promotion material and possibly a half page item in Nailsworth News. There is some free space during certain times of the week. Committee to progress this. (ii) LH to do some analysis with the help of PB to accurately assess current usage levels and any opportunities for additional bookings.

**3.2 Energy Report:** DP has recently circulated a comprehensive report about gas and electricity consumption and solar energy production for which the trustees were extremely grateful.

**Action:** LH on behalf of DP asked whether this level of detail was required at each and every committee meeting. Those present responded by asking for this type of report only on an annual basis with the proviso that if DP noted anything out of the ordinary he would draw it to our attention at the appropriate time.

**3.3** FB reported that Jon Hammond had recently carried out **PAT testing** throughout. He has also recommended that the **electricity consumer units x two** in the foyer be replaced with modern standard equipment and a quotation is awaited from him.

**4. Dates of Committee Meetings 2026:**

**4.1 Next meeting: 7pm Wednesday 21<sup>st</sup> January; further dates for diaries:**

**11<sup>th</sup> March; 13<sup>th</sup> May; 8<sup>th</sup> July; 23<sup>rd</sup> September; 18<sup>th</sup> November (AGM)**