

Husthwaite Village Hall

Minutes of meeting held 19 April 2012

Agreed Action Points

1. *Circulate revised floor plan to committee* AC
2. *Check feasibility of Parish Council submitting planning application to HDC* AC
3. *Contact RW about position re committee* WM/LH
4. *Respond to JO email* AC
5. *Produce building newsletter* AC

Present; Stephen Barker (dep chair), Andrew Coulthard, Vikki Nixon, Will Mowatt, Lawrie Hill, Geoff Jones, Steve Cariss, Kerry Barker.

1. Apologies;

No Apologies

2. Minutes of the additional meeting held 8 April 2012

Agreed as true record: prop AC sec GJ, unanimous agreement

3. Matters arising

The 8 April meeting discussed the three concept plans provided by Native Architects to support our Lottery bid. At that meeting we agreed to proceed with Revision D concept plan but asked for minor amendments which were'

- To move the building to the left (north) to increase the size of the courtyard area
- To find storage space for the hall chairs
- To reduce the footprint to 290m²
- To have regard to security measures for the rear of the building and
- To look at how natural light could be maximised in the main hall.

AC reported that a revised plan D had just been received and would be circulated to members the following day.

Action AC

The committee then agreed to defer items 4 - 8 to the next meeting and go straight to the main agenda items in 9.

9. Agenda items

9.1 Progress by architects: AC reported that

- **the site surveys** were all arranged and would be completed by the end of April
- **the budget forecast** for the use of the Development Grant from the Lottery had been updated with the architects and that we are within budget, with some savings made.
- The target date for the **submission of plans** to Hambleton District Council had

been put back to w/b 30 April

- Discussions by the architects with HDC had resulted in the suggestion that the application should go in, in the name of the **Parish Council** which is the Custodian Trustee for the village hall. Doing so will produce a saving of £830.00 on the cost of the application. Members agreed to do that, provided that the Parish Council was in favour, that the arrangement was practicable and would not impede the supervision of the planning process. AC to look into those two issues. **Action AC**

9.2 The Chair of the Village Hall Committee.

Members were asked to discuss what course of action to follow in response to Richard Wood's verbal resignation from the village hall committee at the 27 March meeting. Members agreed that it would be in the best interest of the committee's work and the Lottery bid process for Richard to make his resignation formal in line with the Trust Deed rules. Members also wanted to ensure that Richard continued to be involved in the lottery bid.

It was proposed "that Richard should be asked to send in his resignation in writing and that he should be asked to maintain a role in the production of the Lottery bid, if he wished". The motion was proposed, on behalf of the committee, by GJ, seconded by VN and passed unanimously. WM and LH agreed to see RW to pursue the matter.

Action WM/LH

9.3 Open meeting

Members discussed how best to respond to the disquiet being expressed by a small section of the community about aspects of the proposed building plans.

We agreed that

- AC should respond directly to the email from JO
- The VH committee should communicate as frequently as reasonable with the village about progress with the Lottery application and about the future timeline. AC agreed to produce a newsletter to update residents about progress with the whole bid.
- There will be an event (see below) at which the latest plans for the new hall will be displayed and at which people will be invited to comment individually.

Action AC

9.4 "Show and Tell" event

We agreed that the event at which the latest plans for the new hall will be made public and comments invited from the village will be **4.00 to 8.00pm on Tuesday 1 May**.

Details of the plan for the event will be decided at our next meeting.

10. Any other business

SB thanked everybody involved in the play "It Runs InThe Family". It ran to full houses and was very well received by audiences. SB singled out Mary and Lawrie Hill for the immense amount of work they had put into directing and supporting the play.

11. Items for next meeting

- Reports inc Treasurer's
- Whole Project Gantt chart (Timeline)
- Actions
- Project Risk Register
- Building design update
- Funding update

- Show and Tell preparation

Date of next Meeting

7.30pm 24 April.....nb time

See below proposed meeting dates

- 24/4 VH Committee
- 8/5 Project Meeting
- 22/5 VH Committee meeting
- 5/6 Project meeting
- 19/6 VH Committee meeting
- 3/7 Project meeting
- 17/7 Project meeting (extra meeting in here prior to the deadline just in case)
- 24/7 VH committee meeting

Approved as true record

Proposed

Seconded

.....Chair.....Date