

Husthwaite Village Hall

Minutes of Project Meeting held 3 July 2012

Before the meeting began, Lawrie Hill introduced the artist, Steve Richards, who had agreed to produce a painting of the village green to be auctioned as part of the fund raising process for the new hall. We looked at the painting, liked it very much and thanked Steve for producing a good piece of work for us. We were also very pleased to receive a gift of two prints of paintings of York Minster by Steve, which will also help us with our Fund raising.

The Committee asked AC to write a letter of thanks to Steve.

AC

Agreed Action Points

- | | |
|---|--------|
| 1. Letter of thanks to Steve Richards | AC |
| 2. Hallmark accreditation | SA |
| 3. AONB bid progress | AC/DLG |
| 4. Fire safety paper | SB |
| 5. Health and Safety paper | AC |
| 6. VH policies | SA |
| 7. Premises licence to check | VN |
| 8. Meet Cllr Patmore re Planning Application | LH/AC |
| 9. Meet Native to revise specification re QS estimate | LH/AC |

Present; Andrew Coulthard, Geoff Jones, Kerry Barker, Stephen Barker (acting Chair) , Vikki Nixon, Lawrie Hill.

In attendance, Philip Hewitson.

1.Apologies;

Apologies received from Will Mowatt and Deb Lewis-Green

2.Minutes of the meeting held 20 June 2012

True record; proposed VN sec LH agreed unanimously.

3.Matters arising

- **Stop tap....**agreed to defer until outcome of Lottery bid is known
- **VAT status...**VN reported that she had contacted HMRC and that the new hall build will be zero-rated, as will all work directly connected with it except for professional services. She provided AC with a note to confirm this.
- **Hallmark accreditation....**pending...SA to pursue SA
- **AONB bid...**pending...AC to check progress AC
- **Fire risk assessment...**deferred to next meeting SB
- **Health and Safety risk assessment....**deferred to next meeting AC

- **VH policies** to present....deferred..... SA to pursue
- **Premises licence**....VN to check
- **Hire charge** research by Paul Escreet to forward.....done
- **Jacki Barlow** letter of support....done

SA
VN

4. Agenda items

4.1 Business Plan

Members confirmed that they had sent their comments on the Business Plan to WM

4.2 Bookings policy

We discussed the new policy and the system to make it work. Members approved the system and thanked SA for her work. Proposed AC, seconded LH, approved unanimously.

4.3 Financial plan (Lottery bid)

We discussed the plan produced by WM and agreed that it should go forward with the Lottery bid. AC will seek clarification of some points at the next Monday catch-up session.

4.4 Working groups

Members welcomed John Ovenston's contribution to the design work on the new building, in particular the work on the performance space.

5. Any other business

5.1 Planning application

AC and LH reported that rather than being left to Officer decision, the application was now being referred to the HDC Planning Committee. Agreed to speak to Cllr Patmore to arrange how to present the application. AC/LH

5.2 Estimate for new building

AC and LH reported that the Quantity Surveyor had produced an initial estimate which exceeded the funds available if the Lottery bid is successful. LH and AC will work with the architects to agree a revised specification which is affordable. LH/AC

6. Items for next meeting

Date of next Meeting

Changed to 7.00pm 7 August 2012

Approved as true record

Proposed

Seconded

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