

# Husthwaite Village Hall

## Minutes of meeting 6<sup>th</sup> November 2012

### Agreed Action Points

- Auction of Promises; thanks to send AC
- Trust Deed; WM gave history, remains unresolved, SA to pursue SA
- Fire Safety training; planning in progress. SB/VN to pursue SB/VN
- Fire maintenance contract; notice to go to Advance Fire to forewarn of contract coming to an end with hall demolition. AC
- Christmas Party; dated changed to 15 December. VN and DLG organising   
DLG/VN
- PH will contact Parish Council to funding the additional land purchase via the precept. PH
- WM to go to Husthwaite School to investigate hiring possibilities there WM

**Present;** Stephen Barker, Andrew Coulthard, Vikki Nixon, Will Mowatt, Lawrie Hill, Debbie Lewis-Green, Philip Hewitson John Ovenston.

### 1. Apologies; Sarah Aspinall

**2. Minutes of the meeting held 9<sup>th</sup> October 2012;** agreed, proposed SB, seconded PH agreed unanimously.

### 3. Matters arising

- Auction of Promises; thanks to send AC
- Winter market 18 November; DLG and Annabel Kennedy have the planning in hand
- Trust Deed; WM gave history, remains unresolved, SA to pursue
- New Solicitor; Liz Crawshaw has agreed to act for us at a discounted rate. AC to confirm contact method. AC
- Fire Safety training; planning in progress. SB/VN to pursue SB/VN
- Fire maintenance contract; notice to go to Advance Fire to forewarn of contract coming to an end with hall demolition. AC
- Building Working Group; meeting took place 29 October
- Christmas Party; dated changed to 15 December. VN and DLG organising DLG/VN
- Lottery Acceptance; sent off
- Working Party (JO); report-back meeting took place 5 November
- Supplemental Deed copy sent to SA.

**4. Election of co-opted members;** VN was co-opted unanimously, LH's co-option was deferred at his request.

### 5. Maintenance report

SB reported on work carried out

## 6. Treasurer's report

PH presented a summary of the activity and balances in accounts, which are included below.

### Husthwaite Village Hall - Account Balances

Opening Balance	30/09/2012	31/10/2012
	£ p	£ p
Cash Funds	9,178.54	13,360.66
Current Liabilities	0.00	0.00
<b>Total Cash Funds</b>	<b>£9,178.54</b>	<b>£13,360.66</b>
Cash Funds		
Business Premium Account	435.03	435.03
New Village Hall Fundraising	5180.65	9,364.85
Petty Cash	568.10	55.00
Current Account	2,994.76	3505.78
<b>Cash Funds total</b>	<b>9,178.54</b>	<b>13,360.66</b>

## 7. Parish Council Report

No report was presented. PH will contact the Parish Council to discuss the possibility of enabling the purchase of the additional land via the precept. PH

## 8. Report on use of hall

SB reported on hall usage and the work he is doing to find alternative venues whilst the new hall is being built. WM agreed to go to Husthwaite School to investigate hiring possibilities there WM

## 9. Agenda items

**9.1 Brick Paver fund raising project;** DLG reported on progress with the production of the leaflets and the plans for distribution with the help of volunteers. Start date to be agreed. Copy leaflet to go to Native Architects. AC

### 9.2 Building Plan for new hall.

AC and VN introduced a list of the final specification changes agreed in the Building Group and discussed in the meeting with Native Architects 6 November.

We decided as follows;



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1. **Heating;** air source heat pump system with underfloor distribution across the whole footprint of the building including the store rooms.
2. **Event lighting/roof structure;** roof capable of bearing the agreed loads (see Working Party report) with visible joists as discussed. Native to make recommendations about the amount of joist to be exposed and about the infill between joists. We shall use the visible joist sections as mountings for whatever lighting/audio grid is chosen.
3. **Stage;** we will buy a demountable stage (36m<sup>2</sup>) which will need 9m clear space across the main hall to fit.
4. **Internal wall finishes;** wood planked walls to at least dado rail height in the main hall and corridor (subject to the acoustics report), painted plaster in the rest of the building including the meeting room. We expect the acoustics report to make recommendations about internal ceiling finishes.
5. **Meeting room;** sufficient cable trunking and socket outlets to support 12 IT teaching stations around the room at worktop height. Floor sockets for central table, overhead cabling for digital projector and roof fixings/cabling for a smart screen.
6. **Entrance hall;** power supplies and cable trunking to enable the entrance hall to accommodate display lighting and a flat screen TV.
7. **Floor coverings;** planked oak in the main hall and meeting room, coir matting at the entrance, painted concrete/vinyl in the store rooms and an appropriate non-slip surface (as discussed) in the kitchen, toilets and corridor.
8. **Storage;** we wish to be able to fix high level storage at the higher end of the green room and need the internal walls to be able to carry it. We also wish to remove the internal wall between the stage storage room and the green room, whilst leaving the two doors into the hall as per plan.
9. **Internal window in corridor;** a glazed panel in the corridor wall aligned with the external glazing near the entrance space, to allow for light and an external view: size and design to be discussed when appropriate.
10. **Land at rear;** subject to further discussions, we intend to buy the land to the rear of our existing site. Our intention is to replace the proposed Permacrib embankment with a naturally sustainable slope. We expect that change to save expenditure overall and to produce a better visual result for the new site.
11. **Porch;** a glazed hardwood porch to fit with the existing glazed section of the external corridor wall. We can only proceed with this if external funding is secured as discussed.
12. **Acoustics;** Native to go ahead with appointing the acoustics engineer (ENS Doncaster, as discussed) at an estimated maximum cost of £672 inc VAT.
13. **Heat recovery/mechanical ventilation;** members wished to see such a system installed and asked for a design and costing.



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14. **Rainwater recovery;** members want to have a system to recycle rainwater for non-drinking use. We will go ahead with this only with dedicated external funding for which we have applied.
15. **Kitchen;** VN reported on the work of her kitchen design group and provided a sketch plan to forward to the architects.
16. **Landscaping;** VN reported that the group was about to start work and will consider planting schemes, hard surfaces and other aspects of the exterior space around the new hall.
17. **External finishes;** we did not have time to decide on the mix of external surfaces we prefer and will decide that asap
18. **Construction method;** members chose to have a wooden framed building as submitted to HDC.
19. **Other items;** most of the items which were taken out of the original specification to reduce the budget and which we saw as priorities for re-introduction, have been re-included above. The only item not dealt with is the **window blinds** for the roof and upper windows which we wish to have included in the new specification.

10. **Any other business.** There was no other business and the meeting closed at 9.00pm

**Date of next Meeting**  
**7.00pm 4<sup>th</sup> December 2012**