

# Hustwaite Village Hall

## VILLAGE HALL MEETING

11/02/13

In Attendance: Vicki Nixon, Will Mowatt, Philip Hewitson, Keny Barker, John Ovenston, Debbie Green.

Apologies: Stephen Barker, Geoff Jones

### Previous minutes:

Proposed Philip Hewitson.

Seconded Will Mowatt

### Fire Alarm

VN To get some advice as to whether it is worth fixing and removing the fire alarm for re sale.

VN

### Photography Group

DG reported meeting with Angie Sibley, Mike Wells and Gerald Crane, all of whom are willing to be involved taking photographs of the hall at all stages prior to the current hall being demolished, right up to completion of the new building. Mike is producing a video and Angie and Gerald producing stills with a view to making a storyboard display for the new hall. Debbie and Mike looking at laminating boards for the display.

DG

### Bins

SB Phoned Hambleton District Council, two of the bins have now been emptied and the other two will be done next. They are to be emptied on rotation. Situation needs monitoring.

SB

### Hallmark Visit

The Hallmark assessment team have decided now is not an appropriate time to meet with us and this will be carried forward to when the new hall is finished.

WM

### Roofing

DG is negotiating with MManage with regard to a donation towards the roof. She is currently supplying information on sheeps wool insulation and visqueen for the floor.

DG

### Pavers

WM is drawing up a list of people to contact with a view to selling more pavers, he is looking beyond the village for this.

WM

### Land

PH to confirm we don't need permission for change of use for the land at the back of the hall, ie using it to grade the bank and eliminate the need for a retaining wall behind the new building.

PH

## Questionnaires

The village has been divided into 12 parts and volunteers have handed out the questionnaires. Collection is due in the next couple of weeks.

## Village Hall Sign

Andrew Coulthard is happy to renovate the sign for us.

## Computer Equipment

Mark Kingston has kindly taken on the responsibility for the purchase of the laptops and the installation thereof. JO is talking to him with regard to the layout and spec, and DG also talking to him about the equipment requirements. WM to speak to Lawrie so we can pick up from work he has already done.

JO DG WM

## Accounts

The business premium account now encompasses the Orchard Club and Book Club funds.

## Supplemental Trust Deed

The new deed has been prepared, PH proposed adopting it and WM seconded. The committee formally asked DG and JO to be Co opted, and they will reply officially by email. We require two more members and three names were proposed with a view to being approached.

DG JO

## Building Update

Philip confirmed that tenders from all six contractors had been returned to Turner & Holman (Quantity Surveyors) by the closing date and these had been opened on 1 February. All six contractors had provided quotations for the new village hall and none were qualified in any way.

He reported that there was a clear front-runner and Turner & Holman were in dialogue with this contractor to clarify a number of minor matters. He further reported that the start date had moved back from mid-March to 2 April because of the lead-time required by a sub-contractor for the wooden framework and the Easter Bank Holiday.

It was noted that the name of the successful contractor could only be made public once the Big Lottery Fund had reviewed the tender process and approved the appointment.

The necessary application to proceed would be made to the Big Lottery Fund once the Turner & Holman report on the tender process and the outcome had been received.

Place, Blair and Hatch (Solicitors) would be advised to submit the necessary legal documentation to the Big Lottery Fund to coincide with the application.

PH

WM

## Fundraising

The paperwork for ACNB has been signed and sent. A summer Market is organised for 23 June at the pub, and a Winter one 17 November. We are awaiting information from the Big Lottery on bunting and balloons.

### **Template**

DG is emailing the correct size logos to JO who will construct a template for the committee to use as a letterhead.

DG JO

### **Decommissioning**

VN to catch SB about clearing out the hall then having an open day to sell what is left.

VN

### **Insurance**

WM looking to extend insurance until the Contractors take over, then we will have only public liability and contents insurance.

WM

### **Risk Register**

PH has drawn up a detailed list of risks in various areas, committee has reviewed it and found it to be very comprehensive.

### **Ethos**

Looking to organise a workshop provided externally. Carried forward to next agenda for further discussion and what we want to achieve from it.

### **Soup Off**

Jeff, Liz and Lawrie have all agreed to make the soups and we need volunteers for sandwiches. Proposed date 23<sup>rd</sup> March to be held at the school.

WM

### **North Country Theatre**

We have agreed to host The North Country Theatre in January 2014. The play is 'The Lost World' by Arthur Conan Doyle.

### **Gardeners Question Time**

DG has suggested we volunteer for Gardeners Question Time, she is going to approach Mike Wells to see if the Gardening Club would like to take this up

DG

### **Open Gardens**

PH suggested we host an open gardens this year, he will talk to Pippa Bailey to see who participated last time.

PH

Date of next meeting Tuesday 12<sup>th</sup> March, venue to be confirmed.

