**WIDECOME VILLAGE HALL STEERING GROUP**

**MINUTES OF THE 9th MEETING HELD ON Tuesday 27th February 2018**

**PRESENT:** Richard Casey, Yvette Elliott, Sarah Reeve, Lloyd Mortimore, Chris Elliott. Krissie and David from the Widecombe History Group

**APOLOGIES**: Evie Edworthy, Tony Hodgkiss, Jayne Boswell, Simon Butcher.

**APPROVE MINUTES OF LAST MEETING** (25th January): Approved.

*Initials in brackets indicate tasks completed*

*Initials and text in red indicate tasks to be done…*

**MATTERS ARISING**:

* (EE) Website access password has been emailed to the Committee. Latest minutes are also on the website. December minutes sent out to everyone who originally expressed an interest in the project
* (SR/RC) Resent logo and QR code has been redone successfully
* (SR) to put together income/expenditure information from Church House for reference. In hand.
* (YE & CE) to put together/agree a statement with Church House Committee for Feasibility study.
* (JB) To add detail to project plan. We are now using the one from the Architect
* (JB) To resend Dropbox invite.
* (CE) approached DNPA again for written statement regarding access area. Their response was yes following the architect’s advice – ‘not insurmountable’. Should be ok to put in access over the stream.
* Architects have made their formal recommendation for HAYES FIELD as the preferred site.
* (SR) to write to the Widecombe Fair Committee thanking them for their support, but informing them of the site choice. Put information from Architects in too.
* (YE) has put together a potential hall booking timetable. Useful for Archtiects looking at peak hire times, how many rooms in use simultaneously etc.
* Sub Committee meeting held. Features for Specification updated and sent to Architect.
* (YE) Applied for VAT Registration. Rejected on the basis that we don’t have any income at the moment only expenditure. Not appropriate until later in the project.
* (YE) sent Dawn Eckhart (DCT) a list of work to date for the AUDIT for the Feasibility Study. Look at gaps and what we need to do next. Fee for this was to be £360 but Dawn has found money from elsewhere so there will be NO CHARGE. Should hear from DCT within the next 10 days.
* (YE) **Widecombe Parish Council hold their Parish Meeting on 15th March**. WVHSG (YE &SR) will do a presentation. (CE) Screen & laptop. Display plans and map layout. Encourage new members to join. Ask the Parish Council to get involved. They can get loans (PLB) and also show we have community support. Invite a member of the Parish Council to join the Steering Group. Use this as an opportunity to promote what we are doing to other groups in the community who will be attending the meeting. (YE) Invite Martin Rich (DCT) to speak after us.
* Two members of the History Group – Krissie and David – have joined us for this meeting. Tim Whitton has expressed an interest in joining the Steering Group to represent the History Group.
* (LM & CE) Will use telehandler and hay bale to show the height of the hall on Hayes field as seen from Widecombe hill. Photos will be taken to be used as reference by the Architect. This has had to be postponed due to the wet ground.
* (ALL) look at Ottery St Mary and Christow Halls re: Sports Provision. Pete (DWA) sent through ‘Sports England’ standard 4 bay changing room layout for reference.

**CORRESPONDENCE**

* (SR) received a letter and a cheque for £50 from the Parish Council. This was the grant we asked for to help toward Feasibility Study costs. Cheque was passed to the Treasurer. (RC) to send a note of thanks/receipt.

**HISTORY GROUP** – HERITAGE CENTER POSSIBILITY

* Architects (DWA) have done 2 layout designs, one with a Heritage Centre – as a separate space with access to toilets and main hall.
* HG members expressed general concern as to who has access to the Archive Store.
* HG haven’t formally discussed the idea of a Heritage Centre as part of a new hall with the full group yet.
* As well as Archive Store, & Digitisation room the group would want to use the hall for other activities too. Would be interested in having IT projection equipment etc.
* A Heritage Centre with proper Archive Store could attract considerable Capital Funding as well as be of benefit to our community and visitors to Widecombe.
* Ideas were discussed as to funding a HC. HG should be part of design process and general fundraising activity. Future rental of this space could then be reduced to ensure it covers the cost of lighting/heating etc and then separate hire of main hall for specific activities/meetings.
* Digitising is an ongoing activity. Discussion: Separate room with tables and chairs with this purpose only or could they share a multi-use space. Digitising goes on most days so a separate room would probably be most appropriate. Room has PC’s set up and easy to access. Archive Store would have to be secure.
* HG could also have display area (Entrance Hall? Artifacts? Audio Visual display?) This could attract visitors and if HG members were digitising they could give a talk/guide to the display. Could bring further revenue to the hall. Members already give guided walks around the village upon request.
* HG are conducting a dig at North Hall this year and might have items to display in the future.
* HG are looking to involve more younger members to keep continued interest.
* WVHSG also need to involve younger members of the community.
* HG representatives to go back to their committee to discuss these ideas further.

**MISC**:

* Suggestion to put something physical on the Hayes Field site to indicate that a new hall is proposed for that site.
* To keep costs down prep work/bridge access could be done with local labour
* Feasibility Study could be completed by end of May 2018. If we go ahead with the project we will form ourselves into a Registered Charity at this point.
* Minutes of WVHSG meetings are shared in the Members area on the website. Initial layout plans are too basic & subject to change to share at this stage. (But will be shown at the Parish Meeting presentation).
* Preferred location is now public – on website.

**TREASURER’S REPORT**:

* RC reported that we have £8,860 in the Current Account.
* Petty Cash stands at £31
* Expenditure: £1,200 to DWA. £35 for Data Protection Registration.
* DCT membership will need renewing in 2 months time.

**MEMBERSHIP REPORT**:

* (EE) reported 2 new families have joined membership.
* Members informed when minutes go on website.

**NEXT STEPS**:

* FUNDRAISER: Quiz & Supper night – provisionally Saturday 21st April.
* More Social Housing being built in the village. Possibility of Community Funding from the Building company?
* Charity Status – will have to wait until Feasibility Study has been completed and community has made a decision about whether to proceed. (YE) will discuss with Martin Rich as to the process of becoming a RC.
* Next meeting with Architect proposed for Thursday March 1st is to be postponed due to snow forecast. Will be moved to Wednesday March 7th 11.30am. Richard Casey’s house.

**AOB**:

* (RC) had found an old Tithe map showing field areas and stream area. Enclosed land that is useable. The rest is classed as ‘road’. Highways only want the Tarmac area. Rest is left unclaimed ie: stream area. Solicitors have advised that it is difficult to claim ownership of these areas but can pay insurance for a few hundred pounds. This might be of benefit for the DNPA if any future objections were made.

**DONM**: WEDNESDAY 28TH MARCH. 8pm. Old Walls.

Meeting closed at 9:50pm.