**WIDECOMBE VILLAGE HALL STEERING GROUP**

**MINUTES OF THE 17th MEETING HELD ON Monday 15th October 2018**

**OLD WALLS, 8pm.**

**PRESENT:**, Yvette Elliott, Chris Elliott, Richard Casey, Kris Blood, Alan Peake, Lloyd Mortimore, Sue Jones & Alison Thomas

**APOLOGIES**: Sarah Reeve, Evie Edworthy, Tim Hassell (WPC).

**APPROVE MINUTES OF LAST MEETING** (24th September): Approved.

*Initials in brackets indicate tasks completed*

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

**MATTERS ARISING**:

* CIO Registration:- Waiting on a couple of committee members to reply to the trustee questions. (SR) has agreed to be Secretary, and (YE) will be Chair. The Charity will be registered with the name “Widecombe Community Hall” & have Old Walls as its registered address. (YE) will complete the registration forms and send round to all Committee members for review.
* (RC) circulated papers concerning the design specification; (KB) sent in revised archive/digitalisation space requirements.
* (YE) met with Martin Rich of DCT for a feedback session. No other DCT representatives felt the need to attend. He was apologetic, and unaware of some of the issues. He felt DCT had a number of lessons to learn and was appreciative of the feedback. (YE) has received some information on the sponsors of the event, but it is incomplete and lacks contact details. (YE) will follow up
* The Radio Devon interview took place Tuesday 9 of October. An informal chat which gave the Hall and the Village publicity not only in Devon, but also Cornwall.
* We will not apply for the latest Lottery Grant as it is dependent on a national vote, and would involve a large amount of work for a doubtful outcome.

**CORRESPONDENCE**:

* No correspondence

**DESIGN DECISIONS:**

* **(**CE) has talked to David Wilson Partnership, and they are content to provide a proposal for working with Alistair for the next phase of the design
* A sub-committee will be formed under the chair of (CE). Of the members present (RC) & (KB) agreed to serve on it (SR) had also previously expressed an interest. (CE) to arrange a meeting with both architects and Alistair for week beginning 5th November.
* The architects recommended that all members of the sub-committee should read and familiarise themselves with the DNPA’s Design Guide.
* Discussions then took place around (RC)’s specification document. It would seem the pre-school will need to use the main Hall for it's activities. The room behind could then be reduced in size. This would cut the capacity of the two rooms combined to below 200.
* There is a view that quality and durability of the building must take precedence, therefore the size of the building must be kept to what is reasonable to attract enough usage for its ongoing expenses, but to resist the temptation to build ‘as big as we can afford’. Thus an upstairs should be rejected, so as to save the costs of stairs and lift; and a pop-up bar could be an option instead of an individual room.
* There was discussion on removing the archive and digitalisation room, and putting in a concrete base next door for future build. It was argued that this would effectively mean it would never be built. A compromise was reached that an archive room would be included, and the smaller multi-use room would be available for hire for digitalisation with storage space provided for this. (KB) to take back to WHG for discussion
* two estimates for the necessary ecological assessment have been received. Once the third quote is in (YE) will commission the assessment.
* (CE) will seek estimates for the flood risk assessment. No archaeological assessment is required, instead there will be a watching brief during construction.

**PARISH COUNCIL UPDATE**

* (YE) met with (TH) and Geoffrey Fenton (GF). The Parish Council feel that another vote specifically about increasing the precept is required as not everyone in the Parish would have necessarily looked through the Feasibility Report and therefore be aware of the potential increase. They came up with recommendations to the Council.
* The Parish Clerk, Suzanna Hughes (SH), had written to the Councillors reminding them of the events to date (namely Church House Committee had asked the Council as to the interest in a new Village Hall, and they had in turn requested a volunteer to run a Feasibility study, but with no terms of reference or guidance).
* (SH) had also written a draft note explaining the impact of the increase on the various council tax bands, and a comparison to other Teignbridge precepts. WVHSG has been asked to provide a fact sheet to accompany the Question. WVHSG should be involved in the drafting of all documents that are sent out.
* The Council subsequently has voted unanimously in favour to apply for the public work loan if the public vote is 55% or more in favour of increasing the precept. There will be no minimum number on the returns submitted.
* The Council considered the Feasibility Study to be a good piece of work, fit for purpose. (GF) would like an additional appendix listing other Hall’s expenditure and income figures.
* The format for the Vote has yet to be determined, and the vote will not take place until nearer the time when WVHSG would need the money
* (RC) thanked (YE) for all the effort she has been put in to get to this stage. (YE) noted how helpful (TH) has been with the Council.

**FUNDRAISING**

**Walk for Widecombe**

* (YE) had just received information from DCT on the outcome of the Walk for Widecombe event. The Crowdfunding total came to £4370, but there are unexpected fees of £350 for costs, transaction fees & VAT, reducing that figure to £4020. There are cheques of £291 to be added.
* However, DCT announced that they would be keeping back £963 for their expenses. The committee were unanimous in their condemnation of DCT’s claim. At no time has DCT indicated that they would seek recompense for their expenses, indeed they stated they would cover their expenses via sponsorship. It was also questioned whether they have the legal right to take monies from the crowdfunding. (YE) to immediately revoke her permission for the latest press release. (YE) to review all correspondence with DCT and draft a reply to DCT questioning the validity of their claim. (SJ) will seek informal legal advice on their actions.
* Gift Aid figures are still not available (estimated £700), and any additional funds from Devon Council has yet to be considered. It is not the ‘match funding’ as implied by DCT at the outset, and it is not a foregone conclusion that any monies will be forthcoming.
* Despite these challenges, the WVHSG will receive a significant sum (estimated at over £6,000) as a result of the event and this positive news should not be overshadowed.

**Other items**

* (RC) reported that the next application for the Co-op’s local community fundraising projects is February 2019.
* A Quiz and Supper event will be held at Leusdon Hall on Saturday 17th November at £10 a head. (ALL) to help out and promote event.

**TREASURER’S REPORT**:

* (RC) sent the following report:

Bank     £7299.50

Cash     £234.51

Paypal  £5.63

Total     £7539.64

* Approx. £4000 of this must be spent by December 8th. This will go towards the next design phase.

**MEMBERSHIP REPORT**:

* No new members recorded.

**RECORD OF HOURS**:

* (ALL) continue to keep updated.
* 1048 hours have been logged so far.

**NEXT STEPS**:

* Design sub-committee meeting with architects & Alistair
* Quiz and Supper night
* Ecological assessment

**AOB**:

* (YE) noted that our Web and Facebook pages required more regular updates to maintain people’s involvement.
* WVHSG should put an entry into the Christmas Tree competition.

**DONM**: Monday November 19th, 8pm, Old Walls.

Meeting closed at 10:30 pm.