

WIDECOMBE COMMUNITY HALL CIO

(Charity registration number 1182621)

**Minutes of meeting No: 22 of the board of trustees
of Widecombe Community Hall CIO held from OLD WALLS, PONSWORTHY (virtual online
meeting with members using Zoom)
on Thursday 24th March at 7:30 pm.**

PRESENT :	NAME	POSITION
	Yvette Elliott (YE)	Chair
	Kris Blood (KB)	Vice-Chair
	Chris Elliott (CE)	Trustee
	Alan Peake (AP)	Trustee
	Polly McAfee (PM)	Trustee
	Lloyd Mortimore (LM)	Trustee
APOLOGIES FOR ABSENCE:	Sarah Reeve (SR)	Secretary
	Chris Mayhead (CM)	Trustee
	Gail Fursdon	Finance Administrator
ABSENT WITHOUT APOLOGY:	Sophie Mount (SM)	Trustee

1. NOTICE AND QUORUM

The chairman reported that sufficient notice of the meeting had been duly given and that a quorum was present. The chairman declared that the meeting was open.

2. DECLARATIONS OF INTEREST

None.

3. MINUTES OF LAST MEETING

The Minutes of the last meeting (17th February 2022) were approved and signed.

4. MATTERS ARISING

- CE – Old Noticeboard replacement is still in progress.
- YE – Enquiry as to other halls' decision on VAT registration (YE) still in progress
- NEW TRUSTEE: Chris Mayhead has sent through contact details. YE to **arrange for official form completion for Charity Commission and website (YE)**.
- **All trustees please check their info on our 'meet the trustees' section of website and send any updates to PM.**

5. SUB-COMMITTEE UPDATES & NEXT STEPS

a) Design:

Taking forward the costing and working on getting real prices

Previously we appointed Roger Farrow to develop employers requirements and tender pack for D&B contract. The committee discussed how much detail we need to provide.

Committee went through individual room requirements docs (based on earlier decisions and adding more detail)

Meeting with Sam and George Guppy was undertaken for information gathering. Aware that a Design & Build contract with only the data we have so far probably excludes them, and builders like them, because they don't have a backroom which can go through work heavy quotes. We'd need to do a bit more work to make it easy for them to quote. Work likely to be:

- M&E consultant
- Structural engineer
- Ground investigation

We are gathering quotes, likely to ask for approval next meeting. Probably this is different to the Broadhempston situation because we have already got a simple form and restrained size.

AP proposed a small design change to move the gable end window to the kitchen end of the hall – this leaves the end wall available for a large screen and reduces the need for bat-friendly lighting mitigation. Committee agree, Alistair can detail, we'll reflect that in the design when we refine the drawings.

Access: Need to switch focus back to this, getting quotes for services and timescales, plus details of who's doing what and how far we go with the works. Access works would probably take 3 months, so would need a start date of mid-May to have a good hope of a late summer (end August/September) summer gathering.

Will road closure be required to have a crane lift in sections of culvert casing, or can this be done from the field side by tele handler? If road closure required, this needs advance notice/application.

Some discussion of notice needed by utility companies for installation.

LM suggested meeting with Matthew Irish who has access to a lot of relevant machinery and is supportive of the Hall project for his expertise and advice.

Richard and Val Casey have generously agreed to provide initial access through their land to enable work from within the field prior to the new bridge being completed.

b) Fundraising:

- Peoples Postcode Lottery: February application for C. £25k unsuccessful, but did provide useful feedback and guidance on improvements for **resubmission on 1st April** (PM & YE). Response should be received within 6 weeks.
- £2k received from Norman Family Trust (YE). This has been publicized on our Facebook page, with thanks to the Charitable Trust.
- PM currently applying to the Bernard Sunley Foundation for Access Works (they decide amount if successful).
- Duck Race: – 24th April. More volunteers still needed, including cake baking. **YE – Share jobs list still outstanding. YE and SM to advertise on Facebook. KB to check if in this month's Parish Link. Please spread the word.**
- Platinum Jubilee Event: this seems more of a community gathering than a fundraising event.

6. FINANCIAL UPDATE (YE for Finance Administrator: Gail Fursdon)

- Total in Accounts: – £81,166.18 bank balance. Petty Cash: £168.43 (no change). PayPal: zero
- **YE to publicise money raised from Gift Aid to encourage people to do this in next Parish Link**

7. NEXT STEPS

As discussed above. **YE to give CM, SM and GF next Trustees meeting date.**

8. A.O.B.

None.

9. D.O.N.M. – Monday 26th April 2022, 7:30pm, Zoom.

- Design Sub-Committee Meeting TBC in first week of April.

10. CLOSE: There was no further business and therefore the chairman declared that the meeting was closed. 8:25 pm

..... Chairman

..... Date

N.B. **Highlighted Items** = Tasks to be done.