

WIDECOMBE COMMUNITY HALL CIO
(Charity registration number 1182621)

Minutes of meeting No: 53 of the board of trustees
of Widecombe Community Hall CIO held on ZOOM
on Monday 15th December 2025 at 7:00 pm.

PRESENT:	NAME	POSITION
	Yvette Elliott (YE)	Chair
	Polly McAfee (PM)	Vice Chair
	Sarah Reeve (SR)	Secretary
	Chris Elliott (CE)	Trustee
	Russell Martin (RM)	Trustee
	Chris Mayhead (CM)	Trustee
	Gail Fursdon (GF)	Finance Administrator
IN ATTENDANCE:		
APOLOGIES FOR ABSENCE:	Lloyd Mortimore (LM) Iain Russel (IR)	Trustee Trustee
ABSENT WITHOUT APOLOGY:		

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 (20th October) were approved and signed.

4. SUB-COMMITTEE UPDATES AND NEXT STEPS

DESIGN:

- **Construction begins:**
Construction Meeting – Friday last week: Andrew Kirby – Architect, Oliver Delmar – Quantity Surveyor and Contractor DURAFORM HOMES with Trustees (CM, IR, YE & CE) to check all working well and proceeding according to schedule.
- All on time and going well despite considerable wet weather. Updated Project Plan expected in January.
- Site is good – levels & dryness. Neat & tidy, not too much mud.
- Duraform are invoicing on a monthly basis, following a valuation exercise by the QS.
- Small design change – larger ducts = no great cost, about £1k

- Windows & Doors are signed off ready for order. Concrete floor pour and 'powerfloat' this week if not too wet or cold. Possibly Thursday after a visit from Building Control All steel work is in.
- Nudura – due to be delivered 6th Jan following a 2 week break over Christmas while to concrete slab cures.
- Contingency – only a small amount needed so far. Radon system has cost a bit extra.
- Insurance for a partially complete building needs investigation for our watertight shell after March.
- QS & AK are encouraging design specification for the next stage, even though funds are not in-hand yet to proceed with the physical work. We will start to seek quotes to give us an idea; internal walls, cladding, kitchen, electrics & plumbing etc. Could look for local volunteers to help again with certain elements.
- **Plan:** 2 Weekly progress meetings; Trustee able to visit site - Duraform are welcoming and happy to explain next steps and talk through their work; Big bills coming up – £50–60k gone out already, C. £125k next week; Publicity – Trustees, FB & Website, Parish Link, 'Moorlander,' Rolling Along, press release sent off to BBC & WMN.
- Brokers have been engaged to seek out best electricity supplier prices for charities – received: best = £100 meter (in/out) install, 88p/unit standing charge, 25p/unit elec, VALDA – 3 year fixed price contract. Approved by Trustees.

FUNDRAISING:

- Waiting for various Grant Application responses. NPG – want to put more applications in before their contract ends. Not had much success so far.
- Moorland Merrymakers Pantomime programme – Ad for engraved stones went in & new orders are being received.
- Tuesday 2pm – planting daffodil bulbs. Volunteers needed. New year - tree planting.
- Valentines Dinner: CM asked the new owners at the Old Inn – only date was right after Widecombe Fair dinner. Maybe Easter instead? CM to see what they have available.
- RM – looking at possible Grants: National Lottery but 10-12 month turnaround. Looking at other funders – not easy at the moment but will continue working on it. Quotes for future items will be useful. Lots of smaller pots possibly available, might be easier than larger pots.
- Teighbridge funding – could apply next year if it runs again, but it would be administered by DCC.

5. A.O.B.

- None

6. CLOSE: There was no further business and therefore the chair declared that the meeting was closed. 20.00.

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Chairman

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Date

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