

# **EDDLESTON VILLAGE HALL MANAGEMENT COMMITTEE**

**Minutes of meeting held on the 24<sup>th</sup> April, 2007.**

**Attendees:** Stuart Walker (Chair), Fiona Holmes, David Pye, Janette Dunlop, Sylvia McKinlay, Kerry Dennis, Vivienne Wilmut, Billy Nicholson, Rosemary Cowie.

**Apologies:** Liz Turner, Kevin Holmes

## **MINUTES**

### **1) Previous Minutes**

Previous minutes should have read that KH was organising publicity for the duck race/egg hunt, not JD and as a result publicity was not organised.

### **2) Duck Race/Egg Hunt**

Profit from the event was £652 with a further £25 to come in.

JD suggested that in future years we try and attract a sponsor for the event.

### **3) Funding Update**

Full funding is now available for stage 2 of the hall refurbishment to commence. £95k worth of grants are now in place and the shortfall will be covered from the Hall's bank account.

Design work has been started by the architects and building warrants and tenders will be sought/prepared in June. The aim will be to start works in August and work is expected to last for about 4 months. Full planning permission has already been obtained.

KD asked whether the hall would be unusable due to the building works and has agreement in principle from Miss Bean that the nursery can move to the school for the duration.

DP suggested that at the next meeting the Trustees and Management Committee should be given sign-off authority.

RS suggested that we formally appoint the architects. SW and KH to sign this off.

WREN representative to meet SW, KH and DP Wednesday 2<sup>nd</sup> May to discuss project admin.

Sub-committee meeting to be held before next committee meeting to discuss project management logistics.

### **Post meeting update:**

SW confirmed at the Egg Hunt/Duck Race that all the grant money had been guaranteed and that we had full funding via grants to commence work on stage 2.

### **4) Hall Cleaning**

SW advised that the cleaner we had trialled was not interested in the job. SW requested that we organise a Spring Clean and leave the matter of a cleaner until after the building work is completed.

**SW to draw up a list of tasks for each user group.**

**SW to contact Ted Radford and ask him to do the rafters as soon as possible.**

## **5) River Bank Erosion**

RS advised that the work to repair the eroding river bank requires a special licence and that Glendinnings had the necessary licence and could do the work. The cost will be £1,930 + VAT including rocks.

**SW to check grant situation with Jean Robertson.**

**SW/DP to speak to Neil Calvert on 25<sup>th</sup> April.**

## **5) Car Park Area**

SW has contacted a tree surgeon and the plan is that they will charge £370 to fell the tree, tidy up the wood and chip bits. The chips will be put down in the play area and the logs will be sold off to recoup some of the costs.

## **6) Horseshoe Sign**

Letter sent to The Horseshoe. No reply received to date. The Horseshoe have been advised that if we do not receive a response by 31<sup>st</sup> May we will remove the sign.

## **7) Tablecloths**

DP reported that tablecloths are now in the kitchen.

## **8) Nursery Fees**

RS reported that the nursery are happy to pay the deficit from their rental holiday.

SW proposed a joint fundraiser in the future with the Nursery and Out Of School Club.

## **9) Other Business**

**RS/SW to investigate storage area/kitchen.**

KD advised that she is looking for grants to replace the play area.

**The next meeting was scheduled for Tuesday 22<sup>nd</sup> May, 2007 at 19:30**

**The meeting will be given over to review of the detailed design beyond the basic specification. Representatives of all the user groups will be invited to attend and Cameron's (architects) will have a member of staff present to talk through the design and answer any questions. Susan Napier will also be invited in her capacity as Environmental Health officer.**

The meeting closed at 20:45