

Notes from meeting of Village Hall Working Group

8.00 pm Monday 15th February 2010

Present: Peter Newell, Martin Shann, Bill Pinkerton, Mary Ann Canning, Colin Smith, Robert Crocker

Apologies: Ray Tollady

1. Notes of Previous Meeting

The notes of meeting held on 18th January were agreed.

2. Planning Application

Received draft planning approval on 2nd February, with confirmation received on 11th February following further consultation on revised layout. Approval is subject to a number of Conditions, which is normal. These must be agreed with planning authority prior to work commencing – e.g. including materials to be used, landscape layout and parking. MAC to consult with residents of Pigeon House Lane re parking.

MAC circulated approval letter

3. Loan Progress

The application for loan sanction was submitted to Oxfordshire Association of Local Councils (OALC) on 3rd February, and we should receive a decision in about 2 weeks. If approved, the application will be immediately submitted to the Public Works Loan Board (PWLB). There is no set timescale for the process of setting up the loan and the interest rate we get depends entirely on the current rate they are applying at the time of approval. It is still fluctuating around 4.5%

4. Grants and Finances

The £100,000 grant has been confirmed from West Oxfordshire Village and Community Halls Major Schemes Grant.

We also have £5,000 from WODC Chill Out Fund and £1,300 from an old deposit in village hall funds from an earlier fundraising attempt many years ago.

The Open Gardens Committee has kindly agreed to donate the proceeds from this year's Freeland Open Gardens scheme to the new Village Hall fund.

5. Fundraising Group

Fundraising group have met since planning approval received – they are actively researching grant sources and need a letter and promotional leaflet to support application letters to donors. The group needs to supply information for this.

A number of the smaller trusts to be approached tend to be aimed at charities. The Village Hall Committee has charitable status, and it was proposed that a Fund Raising Officer is created on that committee as a point of contact for all applications. Peter is to raise this at Village Hall Annual General Meeting.

WREN grant offers up to £50,000 for fixtures and fittings – need to have loan and grant confirmed before this application can be set in motion – closing date for submission 18th April.

Play Grant from Oxfordshire – Rob has submitted letter of interest, but is aimed at 8 – 13 year-olds, so may not be suitable for re-doing toddler play area. Also has to go to a voluntary organisation.

Football Association – Rob and Darren met with Regional Facilities manager of FA, who channels all grant money from various sources, including lottery. He stated that all money allocated until May 2011. To gain access to approx £20,000 grant after this date, Freeland Team would need to gain Charter Status, and design of facility would have to be altered.

6. Detailed Design Stage

Once Ray returns from Australia on 21st February, dialogue to start concerning the various aspects of detailed design.

Most urgent is dialogue with sustainability sub group – decisions will be needed on amount we are willing/ able to pay to achieve varying levels of sustainability. I.e. to meet 2010 regulations (due to be implemented in October) mechanical ventilation would be required. End result must be a hall that is economic, comfortable and usable.

Grants are available to fund environmental features – e.g. from EDF Green Fund, Co-op.

The subgroup members are able to provide drawings for mechanical and electrical design and to advise on other aspects of design to achieve a minimal carbon footprint for the new buildings. They have prepared a usage model based on the Architects CAD plans. Now dialogue needed with him and QS.

Commercial kitchen designers have been approached and it appears a stainless steel kitchen to meet the necessary hygiene standards can be provided for £15,000 minimum – need to decide which elements to include.

WREN grant could be used for kitchen, as well as toilets and hall furniture.

7. Programme

Decision to Instruct Architect to commence detailed design stage needs Parish Council approval – this will be sought at their meeting of 1st March.

Following this an 8 week programme is proposed for finalising detailed design.

8. Any Other Business

There was no other business.

9. Date of Next Meeting

Monday 5th April

Summary of Actions:

- Appoint Fundraiser to VH Management Committee – PN
- Prepare publicity leaflet/ draft application letter – RC/PN/MAC
- Instruct Ray Tollady following PC Meeting – 1st April – PN/BP
- Detailed design - RT
- Liaison between RT and subgroups – 8 weeks ongoing from 1st March