

Notes from meeting of Village Hall Working Group

8.00 pm Monday 2nd November 2009

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

Apologies: None

Note: Purpose of this meeting was primarily to plan for Village Meeting.

1. Notes from meeting on 5th October

The notes were agreed with minor revisions as made by PN.

2. Final Scheme

RT has now received the site survey, and has added this information to the plans. He presented the updated plans, which also incorporate comments from last meeting – these will be displayed at the Village Meeting.

RT informed the Working Party that he would be away in Australia from 13th December to 21st February, and that, subject to our agreement, Martin Hall would take over project whilst he is away. This was agreed, as there will be no cost to village.

Health and Safety Co-ordinator – RT has been given a very low quotation for CDM services by Brian Leach of B and L Associates Limited, a Health and Safety Co-ordinator resident in the village, as a goodwill gesture. It was agreed that RT should confirm his appointment.

3. Feedback from other newly constructed halls

BP suggested that a letter is sent round to other local villages where a hall has recently been built asking for feedback on issues that may have arisen once hall in use in order to avoid known pitfalls. A letter needs to be drafted with a checklist of items to consider, e.g. finishes and flooring, running/maintenance costs, acoustics, heating and ventilation. Need to establish list of new halls/ contacts in order to do this.

4. Village Meeting

The proposed agenda and format of the Village Meeting on 12th November was discussed and contents of handout agreed.

Provisional agenda:

- 1) Welcome and brief recap on history and current remit – BP
- 2) Presentation of Current Proposals – introduction – RC
design itself – RT/MAC
costing – PN
- 3) Coffee and informal discussion groups based round 3 displays
(Two working party members at each display – BP/CS, RC/MS, PN/MAC)
- 4) Timetable and programme – CS
- 5) Short presentations from Fundraisers/ Scouts/ Sports Groups/ Parents Group
- 6) Questions and feedback

6 Any Other Business

There was no other business.

7 Date of next meeting

To be agreed following Village Meeting