

Notes of the meeting of the Village Hall Working Group

held on Monday 18th April 2011 at 8.00 p.m.

Present: Peter Newell, Bill Pinkerton, Martin Shann, Robert Crocker, Brian Leach, Mary Ann Canning.

1. Apologies

None

2. Notes of Previous Meeting

The notes of the previous meeting held on 21st March were agreed.

3. Progress at the Building Site

RC reported that progress on site was good, and all workmanship looked fine, with the stonework and cedar truss looking excellent.

The Doors and windows had been installed and insulation under part of the flooring installed

Plastering had been carried out and was awaiting the mist coat. The skim was deeper than RC had expected.

The method of fixing the ceiling acoustic boarding was discussed – the Architect had decided to leave a gap of 100mm adjacent to the glulam beams for both aesthetic reasons and ease of installation as well as avoiding cutting the timbers after the paint was applied.

4. Expenditure of Contingency Fund

PN tabled an email from RB setting out a rough breakdown of the additional items to date.

These figures are RB's guide prices only, and include c. £1600 towards upgrade of female toilets – offset by reduced area of tiling required, £11,000 for acoustic boarding, £650 for floor gullies to toilets to prevent flood damage, additional stone facing below dpc to allow flexibility in build-up of levels - £1100 for ducts under building to future proof - £400, for beech doors – RC to clarify which doors, whether this includes discount for omission of boarding to walls and exact spec. A further figure of £3400 is included as the cost of various amendments to electrics – e.g. additional light fittings, 3 phase plus extra sockets in kitchen and provision for ceiling heaters. Again there is a need for clarification of breakdown of these costs. The induction loop would be a further c. £1170.

At present the project is still within budget, with £1-2000 contingency remaining.

5. Landscape works

RC reported on the projected cost for landscaping, including stone base to CRF

foundation.

Total cost was estimated as £64,000 excluding any profit margin, which is additional to the £10,000 in the contract for basic external works – there is a need to clarify how much of this has been expended to date in excavations, import of stone etc.

As there were currently no funds to implement such landscape works, RC would break down the cost into areas, with the aim of at least being able to finish the main frontage with path and lawns, leaving the tarmac car park intact.

BP requested date for re-installing play equipment – RC will fit it in to his work programme as soon as commitments of paid work allow.

The siting of the play equipment was discussed. BP requested that it be as previous layout stretching from edge of car park along field boundary.

6. Interior Design

Taps in toilets to be push control timed flow – sensor controlled flow taps being too costly.

MAC described proposals for toilets and tabled a plan.

The recessed cupboard in main hall – it was agreed this should include a low level Belfast sink for use by the cleaner, which could also be used for paints etc by children.

Wall paint colour needs to be decided – a warm white tone was agreed – to be chosen from trade chart.

7. The New Village Hall Management Committee

The new constitution for the village hall management charity is shortly to be decided. The new lease between the Parish Council and the Village Hall Management Committee for the land at the Village Hall site was in the process of being drawn up by Lee Chadwick solicitors.

It was agreed that a number of new members on the VHMC are needed with management skills to market the hall and ensure it is self-funding as far as possible.

8. Fund Raising

The Freeland Charitable Foundation is in the process of being registered with the Charities Commission, since funds potentially now exceed £5000.

The publicity leaflet has been drafted by MAC and awaits comments from working group before finalising and printing.

9. Opening Ceremony

RC still to invite local dignitary.

10. Membership of Working Group

A letter has been issued to the sports clubs inviting them to appoint a representative

to join the working group. This will be particularly important during fundraising/ construction of CRF.

11. Any Other Business

RC raised the issue of delayed progress payment to Hyatts due to the Easter break.

12. Date of Next meeting

Monday 6th June 2011.