

## **Minutes of Bratton Clovelly Parish Hall Committee held on 19<sup>th</sup> January 2009**

**Present:** G England (Chairman), J Codling, (Vice Chairman), H Down (Booking Secretary), G Cooke (Secretary), G Barrett, F Booy, S Hendy, M Jordan, N Miles, R Moyse, E Perkins and P Worth.

**1. Apologies:** P Down, J Dowell, L Eydon, J Gardner (represented by F Booy), R Hopkins, K Hunkin, R Jordan.(represented by M Jordan) and R Woodward (represented by N Miles).

**2. Minutes** of the meeting held on 8<sup>th</sup> December 2008 were approved and signed by the Chairman.

### **3. Matters Arising:**

**Action**

**Car Park:** Poor weather conditions and the Christmas break had delayed progress, but the Chairman undertook to chase Mr Penfold again.

**G.E**

**Payback Sign:** The additional sign had yet to be put up in the Hall. Phillip Worth and John Codling undertook to see to this.

**P.W/J.C**

**Finance:** In Lin Eydon's absence, Hester Down reported that the bank balance stood at £6,992, which is about to be supplemented by a grant for £1,000 (see item immediately below).

**Grant Strategy:** The Chairman drew attention to the cheque for £1,000, which had just been received from Christine Marsh's Devon County Council Fund. Half would be allocated to work on the roof, while the other half would be put towards the cost of the wind measuring mast (see Item 9 below).

**4. Fund Raising Lunch:** Rosie Moyse confirmed that the date of the lunch had been changed to Sunday 1<sup>st</sup> March. It was agreed that the cost should be £10 for adults and £4 for under 12s, while for any under fives there would be no charge.

John Codling agreed to ask Peter Penning to prepare tickets and if he was unable to do so, Sarah Hendy undertook to step in. The objective would be to sell 100 tickets. All Committee members would be asked to contribute a sweet and volunteers would be sought to help with serving etc. Wine and soft drinks would be available for purchase. There would not be a raffle.

**J.C/S.H**

**All**

**P.D/H.D**

Attention was then turned to the entertainment to be provided by Chris Batters on April 4<sup>th</sup>. Tickets would be £5 and the same arrangements as for the lunch would be made for their printing. There would be both a bar and a raffle at this event.

**5. Insurance:** Three estimates had been obtained for undertaking the remedial work necessary following a pipe bursting in the Hall. These would be submitted to the insurance company, but it was noted

that Andrew Wonnacott's estimate was the cheapest by far, at £790 inclusive of VAT. Hester Down also reported that Frank would be writing about issues relating to the electricity system identified following the bursting of the pipe.

It was agreed to hold a meeting on January 28<sup>th</sup> (7.30 at Mary and Reg's) between representatives of the Parish Council and the Parish Hall Committee, to seek to clarify respective responsibilities with respect to the insurance of the recreation ground and the Hall. The Committee would be represented by its Chairman, Treasurer and Secretary.

G.E/L.E/G.C

**6. Renewable Energy:** The Chairman opined that if a wind turbine proved not to be viable, then it was unlikely that three phase energy supply would be practicable and the whole strategy for covering the costs of improved heating by 100% grant funding would be brought into question. Full funding really required a significant contribution to the reduction of CO2 emissions.

**7. Wood Pellet Boiler:** An estimate from Treco for a wood pellet boiler system had just been received. At £32,989. excluding the installation of radiators. This was much higher than had been anticipated, but this reflected the fact that the boiler would be imported from Austria and the collapse in the value of the pound. However, Treco are confident that the price would be acceptable to funders. Sarah Henty agreed to see if other providers, accredited under the Government's scheme, could be identified.

S.H

**8 Internal Insulation:** Three contractors had been approached and estimates were awaited. It seemed likely that the most cost effective solution would be that suggested by Wonnacott and Windsor, who proposed putting a false ceiling in the top section of the roof, rather than following the profile of the roof to the apex. Once the results of the wind measurement are available, it should be possible to put together a full package of proposals both for planning permission purposes and for seeking funding.

G.E

**9. Letter from the Parish Council:** The Chairman tabled a letter received from the Parish Council, about the wind measurement mast. Considerable concern was expressed at the extent of the misunderstanding which appeared to exist. Accordingly, a draft response, prepared by the Secretary, was adopted without opposition (but with one abstention), subject to four minor amendments suggested by the Chairman. Mary Jordan expressed the hope that the explanations set out in the letter and the proposals it contained would avoid any future confusion.

**10. Extension:** The Chairman tabled five sets of proposals about the configuration of a possible extension, together with a note summarising the deliberations of a working party held on December 19<sup>th</sup>. Discussion of the various suggestions was limited, although it was accepted,

at the suggestion of Nicky Miles, that any lay out should provide for the close juxtaposition of toilet facilities to the Play Group.

Members were asked to seek the views of the Groups they represented, so that proposals can be summarised at the Consultative meeting on February 10<sup>th</sup> and deliberations can be taken further at another meeting of the working party, before any final decision is taken by the Committee. (Copies of the various proposals may be obtained from the Chairman.)

All

In the mean time, the Chairman indicated that, while he was content to remain Chairman and to see through to fruition plans concerning heating and renewable energy, should the Committee so wish, he did not feel able to continue expending the effort necessary to obtain funding and planning permission for an extension. With regard to the extension, he explained that more storage had been the priority for the Committee for many years; only recently had toilets become an issue. He pointed out that funders' priorities had to be addressed in order to obtain the necessary grants. He stated that personally he was not concerned which plan found favour. Members confirmed their wish that he would indeed remain Chairman and expressed both their very considerable thanks for his past efforts on behalf of the Hall and their understanding of his decision, albeit with great regret.

**11. Stage and Storage:** Pending any final resolution of the extension issue, the Chairman suggested that a considerable help with the storage problem could be achieved by replacing the existing stage with a collapsible one. He tabled literature outlining options and indicated that he thought it likely that grant funding could be obtained. The proposal was warmly endorsed and the Chairman undertook to obtain detailed estimates, while Nicky Miles agreed to see if grant funding might be available via the Play Group.

G.E

N.M

**12. Roof:** The Chairman reminded members that nearly half the cost of the proposed work on the roof would be covered by the grant obtained via the good offices of Christine Marsh (see Item 3. above).

Peter Down had obtained a quote of £1,200 plus VAT, to cover painting and the replacement of bolts. However, following suggestions made by John Codling, it was agreed to see if the estimate could be expanded to cover sealing the joints between sheets and sealing the space beneath the ridge with foam.

P.D

**13. Format of the Open Meeting:** The Chairman indicated that there were important lessons to be learnt from the Consultative Meeting held on December 2<sup>nd</sup>. In particular, it was important that all Committee members be supportive of the decisions reached by the Committee, while his own role should be more narrowly defined. While he would introduce deliberations, the main content would consist of presentations made by Andy Metcalfe, Andrew Knox and someone from TRECO. There would also be a top table made up of the Chairman, Vice Chairman and Secretary. Initially, it was proposed to deal with proposals for the extension via a

PowerPoint presentation. However, at the suggestion of Phillip Worth, it was agreed to display the various plans on boards in the Hall before the meeting and provide suggestion boxes for those attending to put forward views and suggestions. It was not thought practicable to engage in detailed discussion of the various proposals at the meeting. Rather, anyone with strong views could be invited to attend a further meeting of the working party.

Sarah Hendy agreed to collect a list of names at the door and also to obtain e mail addresses from those who would like to receive copies of a note of the meeting and any follow up communications.

**S.H**

It was agreed to put notices drawing attention to the meeting throughout the Parish (i.e., not just in the Village), while Mary Jordan would place a flyer in copies of Northmoor News.

**G.E/M.J**

**14. School Room:** Geoff Barrett reported that work on the pursuit of grant funding had been delayed due to Dave and Teresa Beck's sad bereavement. A further meeting of the School Room Committee was scheduled for 21<sup>st</sup> January.

**15. Any Other Business:** Nicky Miles asked if urgent attention could be paid to getting the hot water system working following the burst pipe. (This was addressed immediately after the meeting.)

It was also agreed, at Nicky's suggestion, that the heaters be left on, at a low setting, over night on Sundays, for a trial period, to enable the Hall to be used by the play group on Monday mornings. Agreement was given, subject to the Play Group being responsible themselves for turning the heaters on.

**R.W/N.M**

John Codling queried the delay in getting the new play equipment into operation. Mary Jordan indicated that part of the equipment had still to be received, whilst adverse weather had also seriously delayed matters.

Hester Down circulated membership details for the 200 Club.

There being no further business, the meeting was closed at 10.33pm.

**16. Next Meeting:** The next meeting will be held in the Parish Hall on **Monday, 16<sup>th</sup> February.**

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