

MINUTES OF BRATTON CLOVELLY SCHOOL ROOM COMMITTEE MEETING  
HELD ON 18 AUGUST 2009

PRESENT: M Jordan, D Beck, R Phillips, E Peters, G Barrett, A Martin

APOLOGIES FOR ABSENCE: B Pond, S Ogborne, P Worth, J Dowell

The minutes of meeting held on 8 July 2009 were agreed and signed - will be circulated and put on the website.

**Matters arising:**

Dave advised that RE4D had offered £9828.53, subject to conditions, being 50% of the cost for the PV roof panels. We are on BERR waiting list for funding consideration. Devon LEAF and E.On applications being prepared.

**Project Manager's update:** Richard has had further discussions with the preferred contractors but they have not yet been formally instructed to carry out the work. Prior to signing a contract a CDM co-ordinator is needed. Professional advice suggests that it would not be prudent to undertake this work in house. Quotes for this work of between £600 to £1K had been obtained and it was agreed to instruct Tracey Martin, who is the CDM specialist at the same company as our structural engineers, to carry out this element of the project. Richard will carry out an inspection of the School Room with Tracey Martin. It is also necessary that the property insurers are fully aware of the timing and the scope of the work that is being undertaken. The Listed building approval of the pv panels should be received shortly. After negotiations with the contractor a fixed price of £100,000K for building works has been agreed (excluding gshp, pv panels). Richard required an update on funding received to date before the contractor could be instructed.

David confirmed that CCD have now offered the School Room £25K subject to formal confirmation in September. He produced a schedule showing the current level of funding being £108,000K. Therefore currently there is a shortfall of approx £17/18K to complete the project. The outcome of BERR application for £9,828 is awaited, further funding bids in hand.

The contractors programme of works could be completed by March/April 2010 if the fixed price offer is agreed.

Dave again advised that work on the building (ex. gshp) could not start without HLF permission which was subject to match funding of £30K from CCD (or others). As CCD offer is £25K five committee members elected to each give a £1K interest free loan to the School Room Restoration Project (an Agreement to be signed) in order that the work could be started. The committee agreed that Richard should formally instruct A C Worth to carry out the work.

The committee agreed that instructions should be given for Microgeneration Ltd to commence work for the gshp. Mary to prepare a cheque for £1780.80 for the required 10% deposit.

Action by:

DB

RP  
MJ

DB

DB/RP/EP/  
MJ/GB

RP

RP/MJ

**Treasurer's report:** The recent BBQ raised £457.45 despite the dreadful weather. An acknowledgement of this to be put in the next issue of the Northmoor News. The wood salvaged from the stage was sold for £200 - thanks to Dave and Richard for their efforts. The proceeds from the stall at the Wacky Races event were £20.20 - thanks to all who helped. Outgoings - Bat Survey £160 and WDBC £85. The £9K bond to be reinvested (£5K new bond until 28.10.09 and £4K to money manager a/c). Balance current a/c £700, money manager £1,566.

EP

MJ

**Grants:** Biffaward - £30K in preparation.  
E.On - £31K approx in preparation.  
GDLEAF - in preparation.  
WDBC - being considered.

DB

**AOB:** It was agreed that the School Room committee should join Devon Association of Community Buildings - annual membership approx £35. Eileen to organise.

EP

Date of next meeting 22 September, 7.30 pm at Mary's.

There being no further business the meeting closed at 5.25 pm

*N.B. Subsequent to the meeting David Beck advised that the grant application to Biffaward would be for £20K and also the E.On bid would be for £20K.*