



## MINUTES OF THE HORMEAD VHMC MEETING HELD on 25<sup>th</sup> June 2013 at 7.30pm

Present:

Dave Baseley (Chairman)  
John Kilby (Acting Treasurer)  
Elizabeth Collery (Secretary)  
Sheila Beetles (Bookings Secretary)

Matthew Reeves-Hairs  
Jane Wright  
Mandy Irons

Apologies : Elizabeth Pickup

### 1. Minutes of previous meeting

Minutes of meeting of 4<sup>th</sup> June 2013 approved.

### 2. Build Update

DB reported that he now had in two quotes for the steel frame one of which was for £5,000 (albeit it only quoted for 4 rather than 5 frames). A quote from Balsham is awaited.

We had a lengthy discussion about the Glulam frame in light particularly of an email and attachments from Chris Rogers putting the case for it and urging us not to abandon it as the construction method for the project. We agreed that Glulam was not being ruled out at this stage but that it was important to keep our options open and explore the steel frame as well in case we cannot afford the Glulam. The quote we had previously for the Glulam was for £32,000 although this encompassed other work too and was provided 2 ½ years ago.

In order to proceed DB said we needed the drawings "detuned" as a matter of priority, in other words stripped of all the aspects we do not absolutely need at the outset (shutters, porch, extra toilet, mezzanine etc) and to incorporate use of the steel frame and different footings. We can then get a quantity surveyor to look at them and tell us what the reduced spec / steel frame building will cost. We can then decide whether we can afford the Glulam or not once we can compare the costings more easily.

We discussed whether we needed to have the drawings put onto CAD (Steve Gray had previously quoted £400 for this).

We discussed who should be asked to amend the drawings .

**ACTION DB TO SPEAK TO ROB CRUMP, STEVE GRAY and CHRIS ROGERS about amending the drawings.** Chris to be asked first. We know that Rob Crump will charge us £60 per hour.

Steve Gray is the nephew of a client of JK's but not JK's client.

We also need to instruct a structural engineer to recalculate. Alan Stevens is away July / August which probably rules him out. DB will ask Keith Dear to get a quote for the work but is mindful that there is only so much more we can ask of him without paying him for what he has

already done in acting as an intermediary. He will probably tender for the work in due course but there is no guarantee he will get it.

DB has the original drawings back from Keith Dear.

DB thought we may not need to re do the soil tests based on what Eugene Duffy and Alan Stevens have said.

**ACTION : DB TO CHECK SOIL TESTS ARE ADEQUATE**

### **3. VAT**

DB had not spoken to a third VAT expert as per the action point at the last meeting because he thought that the name JK had provided him with was someone known to JK and DB wanted someone completely independent as we may well see his opinion as determinative on the issue. JK assured him that was not the case, there was no connection and it was merely a name that had been mentioned at a Parish Council meeting in a different context. Therefore DB happy to instruct him. EC did not think that the 2 experts we already have are actually very far apart.

**ACTION DB TO SPEAK TO / INSTRUCT 3<sup>rd</sup> VAT EXPERT ASAP.**

### **4. Boundary work**

**ACTION DB to TELL EUGENE DUFFY THAT HE IS AWARDED THIS WORK**

### **5. Finances**

JK handed round an updated accounts sheet – only two new minor entries from last month. The tent hire (£40) and rummage sale income (a minimum of £133) are still to be added.

EC and DB have done the first stage of the bank mandate procedure and they together with JK signed an additional form at the end of the meeting to complete the necessary paperwork for JK to send off.

**ACTION JK TO SEND OFF THE BANK AUTHORISATIONS**

JK has confirmed that the £600 monitoring fee (NB the £400 as stated on the agenda is an error) is not due until we start OUR work as opposed to the development of the house which effectively means as soon as WE make a hole in the ground.

### **6. PARKING LICENCE – agreement with the Wylds.**

EC reported that she had met Mrs Wyld and James Wyld with Chris Rogers. Their concern is that whilst they are still prepared to assist the VH and do not want to create any problems with the Council they do not want to be bound to the parking on the forecourt indefinitely. The Committee understood that. EC has sent off to the Wylds a draft addendum licence as circulated previously to the VHMC which would allow the Wylds to move the parking elsewhere on the land if their circumstances changed. We agreed that as long as there were 10 additional parking spaces somewhere on their land proximate to the Village Hall that would suffice for our purposes / the Council's requirement.

**ACTION : EC to report back when she hears back from the Wylds.**

## 7. Events / Hire

We revisited the question of teenage parties as we felt we were not clear about the decision at the last meeting. Agreed the Hall is NOT to be let for this sort of function in particular where children / young adults are serving alcohol and are unsupervised. We have Health and Safety concerns because of the adjacent building works. In addition we have no desire to risk upsetting our neighbours at this time.

The marquee – The Barclays had offered SB £100 for it. Agreed not enough to make it worth it as we only need to hire it out 3 times and we have made that! Plus we will need it for the summer fete (see below).

**ACTION SB to ask for it to be returned to the Meads to be stored in the white shed on a raised platform.**

**ACTION : JK to look into the insurance position if, say, the marquee collapsed on someone at a fundraising event we had organized.**

The next quiz is on Sat 13<sup>th</sup> July – SB has 2-3 teams already. The jumble sale was a great success and raised at least £133. There were some more valuable items donated that MI will try to sell on Ebay to boost funds further. There was also plenty left to sell and so MI has arranged another rummage sale for Sat 17<sup>th</sup> August. All those involved agreed that it had been a fun afternoon and that we had had some fantastic donations.

**ACTION MI to sell items on Ebay and to let DB know how many posters she wants printed advertising the next sale.**

JW, EP, SB, MI and EC are meeting on 1<sup>st</sup> July to brainstorm ideas for a village fete for 2014. This would be to raise funds for the Village Hall but we very much hope could be a joint venture with the Parish Council. We shall invite them to join and assist us shortly – this meeting is just for initial thoughts. DB reiterated that the key to making money would be selling ads in the programme.

DB thought Stagestruck could be a useful source for all sorts of things in the future: stages, tannoys, screens etc. We must try to keep them on side!

JW had seen a fundraising ad in the Standon and Puckeridge Newsletter where a school offered to provide maps of garage sales in the area on a certain day (£10 for going on the map). We agreed that this might be a relatively easy way of making some money in due course. We also agreed to put an entry in ourselves in the future for hiring the hall.

We agreed not to organize a produce show this year. We have too much else to do to do it properly. We thought that we might be better off putting all our joint efforts into one big fundraiser (the fete) next summer.

**8. Newsletter.** DB has put a few paragraphs into the next newsletter. He still proposes doing our own insert in due course with glossy pictures and lots of detail about the new hall and MR-H offered to assist him with this. Chrissy Withers has kindly agreed that it can go out as an insert. In the meantime we will keep updating the Community in the newsletter itself.

## 9. AOB

MR-H thought that it would be a good idea if the villages had a central point of reference for all forthcoming events. There is a clash coming up between an event at the Beehive and one at

the March Hare Tea Rooms, for example. We agreed that we could offer our website as the facility for this.

**ACTION : MR-H to put together something on a central point of reference for village events for us to consider.**

MR-H offered to strim the grass at the front of the Hall

**ACTION : MR-H TO GET HIS STRIMMER OUT!**

EC is attending the VH network meeting on evening of 4<sup>th</sup> July. JW volunteered to go with her.

**10. Next meeting Monday 22<sup>nd</sup> July at 7.30pm in the Village Hall**

Meeting closed 9.15pm

EC 26/6/13