



MINUTES OF THE HORMEAD VHMC MEETING

Held on Tuesday 2nd July 2014 at 8.45pm at The Meads Pavilion

Present:

Dave Baseley (Chair)

Matthew Reeves-Hairs (Treasurer)

Mandy Irons

Annabel Franklin

Sheila Beetles

Elizabeth Pickup (Minutes)

John Kilby

Apologies: None

Approval of minutes

The minutes of the last meeting approved.

Nominations for Trustees from Village Organisations

Annabel Franklin was proposed and seconded as representative of the Hormead Toddler Group. Annabel Franklin needs to sign Declaration of Office as a Trustee – Liz Pickup to arrange this.

Officers for the coming year remain the same with Dave Baseley as Chair, Matthew Reeves-Hairs as Treasurer and Liz Pickup as Minutes Secretary. Dave Baseley commented that he may resign as Chair once the new hall is completed.

Update on Construction from Chris Rogers

Good progress has been made to date. D4 & SJG have been very good with all the neighbours. The main hall has been constructed and the flat roof taken off the old building which provides good head height to have a committee room upstairs. Costs will be evaluated throughout to see if the committee room can be brought into the budget. The new roof pitch of the old building will be linked into the new hall roof. The roof will then be ready for insulation battening and slating. The blockwork elsewhere will then start to go up and doors and windows will need to be ordered. The aim is to try and time large capital outlays around VAT timings to manage the finances. This will more important as time goes on.

Some savings on budget have been made. For example the steel work has come in approximately £800 under initial estimates. There are also likely to be savings on plumbing. £14443 was allocated in the budget for plumbing inc all materials. Two quotes for labour of £5980 ex VAT and £4700 ex VAT have been received; the latter from a local Aspenden firm SJS Plumbing. Sanitary ware is estimated at £3573 and LPG space heaters at £2000.

In the toilets it is proposed to have eco hand dryers as these are a better long term investment. There will also be self closing taps to prevent taps being left running and the disabled toilet will also have a baby changing table.

In the kitchen there will be an additional mini hand wash basin separate from the kitchen sink. The cleaner's cupboard will also house a bucket sink for mopping.

It is proposed to put non slip vinyl flooring throughout the kitchen and toilet areas.

The same quotation process is now being undertaken for the electrics. Assessment of the best type of heating provision is also being looked at. It will probably be a combination of

LPG space heaters in the new hall, electric panel heaters in the old part of the building and convection heating in the proposed committee room.

Insurance

DB raised concerns about the insurance is due for renewal next month but at present there are no locked premises to technically insure. The builders may have all risk cover to cover their own tools/materials but that would not cover damage to constructed areas. Dave Baseley will check position with our insurers. MRH purchased a camera and will assess how this can best be used to aid security.

Forward Structure/Planning

MRH is in the process of taking over the website domain and will aim to post photos online once this is completed.

AOB

Accounts are not full audited accounts. There is no P&L account. Could JK review then and put them in better order?

SB, EP, MI & JK to concentrate on future planning.

A date for the next meeting will be set at a later date.

Meeting closed 9.25pm. EP 11/05/14