

# **HADLOW DOWN COMMUNITY CENTRE**

Minutes of meeting 7<sup>th</sup> December 2011

Meeting opened at 7.30pm and included the Old Village Hall Committee

In attendance:- Janet Tourell, Lisa Scott, John Thompson, Bob Lake, Graham Terry, Paul James, Rachel Lewis, Vicky Richards, Lyndsey Waddington, Barbara Ball, Joan Wiltshire, Kathy Cracknell, Don Smith, Gwen Smith, Nigel Harrison,

Apologies for absence:-Richard Boswell

- 1) Graham Terry. Graham advised that now that the Parish Council had accepted the recommendations of the Committee and supported the way forward he was prepared to withdraw his resignation if the members so wished. There was unanimous support for him to continue in his role so he remains Treasurer and Secretary.
- 2) A lengthy discussion took place over the structure of the Committee and any sub-committees as well as the burden on Janet Tourell of chairing both old and new Committees. A number of items were discussed including:-
  - i. Do we amalgamate Committees. e.g. OVH + NCC; OVH + PF; OVH + PF etc. Some options may make sense but we have insufficient knowledge of the legal position to make a decision on the best way forward. Paul James was against any amalgamation.
  - ii. How do we best take some of the load from Janet Tourell who we feel should concentrate on the New Community Centre. Joan Wiltshire volunteered to take over the secretarial role of the OVH committee as Janet currently does this as well. The OVH need to meet to agree that change.
  - iii. Could the NCC be a sub-committee of the OVH or vice versa. Is that legal?
  - iv. Can we work the list of volunteers that came from the survey to try and find additional help.

Based on the above we agreed that we would ask Louise Beaton, the AiRS expert on Village Halls, to our next meeting in early January to advise on the best structure for the project and the best way the Committee and the Parish Council can work together to a satisfactory conclusion. Helen on behalf of the Parish Council is also talking to Louise and a joint meeting is proposed but may have to wait until various unanswered questions about the status of the current hall are resolved.

- 3) Janet updated the meeting on the Parish Council's support for the project at the meeting of the 20<sup>th</sup> November. The PC were keen to have a business plan and Janet provided 4 years of accounts plus details of users who cannot currently be accommodated in the existing hall. Any other business plan cannot be drawn up until we have some accurate costings for the project.
- 4) The Committee agreed that there were a number of essential items which could go forward despite the final Committee structure being unknown. These included fund raising for the initial work which Rachel Lewis will progress with Bob Lake to provide a list of possible first stage funders; the need to consider publicity for the project which Bob Lake agreed to drive forward; the need for a draft structure to consider which Rachel Lewis agreed to provide based on her past experience. Graham suggested that if the structure did, as is likely, include sub-committees then there was a need for continuity and if the Committee wished he was prepared to act as secretary to the sub-committees as well. This was agreed.
- 5) Paul James agreed to go through the surveys and try to pull out and analyse the various comments made by respondents.
- 6) The minutes of the meeting of the 13<sup>th</sup> October were approved and signed.

7) DONM – 10.01.12 @ 7.45 pm

8) Date of next Old Village Hall Committee is 12<sup>th</sup> January @ 7.00p.m.

The meeting closed at 9.21 pm

OVH = Old Village Hall; NCC = New Community Centre; PF = Playing Field