

# **HADLOW DOWN COMMUNITY CENTRE**

Minutes of meeting 10<sup>th</sup> January 2012

Meeting opened at 7.47pm

In attendance:- Janet Tourell, John Thompson, Bob Lake, Graham Terry, Paul James, Rachel Lewis, Vicky Richards, Peter Gornall, Eddie Westfield, Sandra Richards, Michael Lunn, Olga Gracia

- 1) Apologies for absence:-Richard Boswell, Nigel Harrison, Don Smith
- 2) The minutes of the previous meeting, 07.12.11 were agreed and signed.
- 3) Graham advised the meeting of his reasons for resigning from both the Treasurer and Secretary roles. The Committee expressed their regret and thanked him for the work he had done over the years.

A lengthy discussion took place over the structure of the Committee and any sub-committees particularly the need to fill the Secretarial vacancy as well as the Treasurer. John Thompson has agreed to take over the Treasurer role with immediate effect. Janet Tourell will take the Secretarial role and Bob Lake will, as Vice Chair, take the Chair at future meetings. All officers will need to stand for election at the AGM which is likely to be 27<sup>th</sup> February. Janet would prefer not to have the Secretarial role if a replacement can be found. It is crucial that the roles and responsibilities are agreed prior to the AGM so that proper elections can take place on an agreed structure. The constitution may need amendment if a different structure to that set out in it is agreed.

- 4) We agreed to go forward with the application to HMRC for Charitable status un-amended.
- 5) (Includes item 6 on Agenda)Fund raising was discussed and Rachel and Bob advised that without a structure and charitable status it was difficult to raise funds for the whole project. However, they could proceed with raising contacting funders for the next stage of surveys etc. The AGM should sort out much of this but Graham advised that HMRC took up to 6 months to agree Charitable status. Rachel advised that the Old Village Hall committee could be a sub-committee of this Committee. Paul felt that this was not appropriate but others were in favour. No decision was made and it will be discussed by the Old Village Hall Committee.
- 7) Vicky Richards produced a list of the people she and Olga had contacted who had offered help on the survey. 69 had been contacted by phone or email and 32 had responded. The remainder would be contacted once more. There were a significant number of people who were prepared to offer help but unfortunately not in the areas we are currently short. They will be of use as the project progresses.
- 8) Community Centre web page. It is clear that the Committee need a PR person who duties would include the pages on the web site dedicated to the project. At the moment the only content is that uploaded by Eddie. Peter Gornall suggested that a very brief "What's happening" went on the web all the time so that people could be aware of progress.
- 9) A discussion was held on the need to co-ordinate Village diaries. We do not want to have to cancel events or clash with other Village organisations. Nor do we want to pull funds away from other needy projects.
- 10) Michael Lunn advised that there was considerable work going on at the moment by the Parish Council dealing with the new lease, the existing Hall and its documentation and the surrounding

legal issues. He could not be more specific but wanted the Committee to know that the work was being carried out.

11) DONM – Wednesday 15.02.12 @ 7.45 pm

The meeting closed at 8.51 pm