

HADLOW DOWN COMMUNITY CENTRE

Minutes of Committee Meeting held on Monday, 26th July at Mayette

PRESENT: Bob Lake (BL), Sarah Prall (SP), Fiona Shafer (FS), John Thompson (JThom), Janet Tourell (JT), Nigel Harrison (NH), Rachel Lewis (RL – Parish Council Representative)

1. APOLOGIES: None

2. MINUTES OF MEETING ON 21. 6. 21: NH proposed and FS seconded - BL signed them as a true record of the previous meeting.

3. MATTERS ARISING:

BL reviewed the minutes of previous meeting and these were agreed as a true and accurate record of that meeting - proposed: N Harrison, seconded F.Shafer. Also he thanked the Committee for their support at the Hadlow Down Community Association (combined) AGM held on Friday 23 July 2021 .

Improved communication between the HDVH and the HDCC committees: This had been investigated by SP but was currently thought not possible.

Fund-raising: BL said that he would start to organise this after his trip to Ludlow.

Correspondence and web site: BL thanked SP for her work tidying the website. It was agreed that the responsibility for contributing material and keeping the website up-to-date should be shared by all and 'tutorials' were suggested. (See later)

Quantity Surveyor fees: BL to contact Terry Sullivan, Anderson Bourne Ltd to enquire about the level of fee to carry out the work. In a previous, informal conversation, Terry intimated that he might do this work for a reduced fee.

Accounts and monies raised: BL and JThom said that details were now on the website

4. CORRESPONDENCE:

SP said she had been in touch with Stephen Lester of The Paddocks who commented very favourably on the digital copy of the Hadlow Down Village Hall Newspaper – it looked very good!

5. TREASURER'S REPORT:

JThom that some donations were coming in and there was an encouraging take-up of Lottery numbers.

He reported that some surprising 'accidental' money had been paid into the account twice. FS asked if this was the fault of CAF but he said no - another party had entered a wrong account number twice!!!

JT asked if she could have a list of past Lottery winners because no record of them was handed on to her when she took over. SP and JThom said there was a list on the website.

ACTION: JThom to check Lottery standing orders if any!

BL said that we obviously needed to raise more money and the Committee briefly discussed possible fund-raising projects: Boot Fair, Table-top Sale, Race Evening.

ACTION: JT to check Village Hall website for possible Saturday booking in October for Race Night.

BL challenged the Committee to sell at least 10 Lottery tickets each by the next meeting – he would provide a reward of a bottle of Prosecco to the person who sold the most numbers!!!!

6. **NEWSLETTER:** All agreed that the Newspaper was very good – SP and FS were thanked for all the work that they had done on it. FS said that we now need to get delivered as soon as possible to all households in the parish and distribution details were discussed. Each member of the Committee volunteered to deliver to houses in the following areas (as indicated in the map for Parish Magazine delivery:

JThom – 28,23,26,22

BL – 11, 12, 10, 7, 25

NH – 4, 18, 21, 27

FS – 16, 24, 8, 5, 14, 15, 19

RL – 1, 2, 3

JT – 17, 13

SP – 6, 29, 32, 23, 30, 26 26, 20, 31

BL asked if the survey should be enclosed with the Newspaper? The last survey had been in 2011 and it would be useful to canvas the opinion of parishioners after reading the Newspaper - e.g. What and when would you like to see/do? Do they use other nearby venues? How might they help the project? Would they be willing to engage as volunteers etc? JThom said that he was worried by a survey but FS said that it would be useful in gauging opinion. BL reminded all of what he said in his report at the HDCA AGM – that this was not a survey to revisit the decision to have a new hall and its location.

NH mentioned the possible alternative survey being talked about currently in the village concerning an 'injunction' to stop the New Community Centre project so would it be helpful to combat this? BL was confident that the newspaper would lead to parishioners being better informed and the threat/possibility of an injunction was most probably more 'hot air'.

SP said that with this kind of project there were probably going to be endless 'spats' with certain community members in the community and the best thing to do would be to invite them to meetings to confront these issues – real or otherwise.

Many frequently asked questions could be addressed via the web site. JThom suggested having a 'Feedback' and 'Your Comments' page on the web site. BL said that it was important to demonstrate a response to queries.

SP said that a digital survey might be difficult but she suggested a 'Have your say' survey to be handed out to people in the Village similar to the one in 2011.

FS was worried about distributing with the Newspaper because so many people were on holiday during this period.

The Committee decided to separate the distribution of the Newspaper and the Survey .

ACTION: The Committee to distribute the Newspaper first and the Survey a month later. It was agreed that we should set ourselves a target for all Newspapers to be distributed within a week of receipt from the printers.

ACTION: BL to look at previous survey and devise another.

ACTION: BL print copies of 'map'

ACTION: JT to send email with distribution numbers on.

ACTION: SP to draw up a list of FAQ's.

7. **WEBSITE:** Committee members decided that a training session was needed with regard to enabling all to share the responsibility of keeping the website topical and current rather than relying on SP having to do this all the time; kindly SP offered to run a couple of sessions to be held at the Pavilion.

Tuesday, 10th August 10 – 12: FS, JThom, SP, BL, NH

Tuesday, 24th August 10 – 12: JT, RL

8. **LOTTERY:**

JT reported that sale of the numbers was going well. She suggested that it would be good to have a permanent advertisement in the Parish Magazine. It was also suggested that the winners' photos should be displayed in the Magazine (in accordance with GDPR).

BL and NH said that they would be trying to drum up interest at the Tinkers Park Rally to be held on the weekend of 7th/8th August.

ACTION: JT to contact Sandra Richards re an advert in the Parish Magazine about the Lottery.

ANY OTHER BUSINESS:

JT said that she had been asked by a villager why the project was referred to as the 'New Village Hall' – this was discussed. It was suggested that some of the feedback from the Newspaper/Survey could ask 'What would you like it called?'

ACTION: BL and JThom to confirm that the financial statements are on the website – very important!

JT concerned about where funding was coming from immediately. Response: BL – sponsored moustache shave and Race Night SP – sale of more Lottery numbers, Car Boot Sale, Table-top Sale

DATE OF NEXT MEETING: Monday, 26th August at 7.30 pm Playing field Pavilion

Meeting closed at 9.15 pm

***Please note that the date of the next meeting has been changed to Tuesday 31st August at the Pavilion**