

CRASTER COMMUNITY TRUST

Meeting of Committee

Thursday 22 March 2012 in the Memorial Hall

1. **Present:**

Members: Chairperson Joyce Shaw, Kevin Brown, Doris Clarke, Michael Gibbs, Rosemary Gibbs, Bridget Kohler, Heather Lee, Elizabeth Pearson, Alan Punton, Hilary Punton, Jackie Reeves.

Members of Public: Reg. and Val Hall.

2. **Apologies:**

Michael Robson.

3. **Minutes of the Ordinary Meeting 22 February 2012:**

Approved.

4. **Matters arising:**

1. Hall development

a. Progress report

Chris Downs has told us that the refurbishment has received planning approval. He has been sent a cheque for the Building Regulations fee. He has been reminded of the need to vary the planning approval for the blocking in of the window on the South elevation and the substitution of stone facing for the gable end of the shed.

St. Peter's Church Committee has given its permission for access through its grounds for the refurbishment works and for the reduction of the party wall at the Trust's expense.

Chris says that he hopes to issue tender invitations in the week of 26 March. However he will need further details from us. We have nominated Alan Punton and Kevin Brown to be his contacts for this. It is recognised that we need to get the specifications right even if that means a delay beyond 26 March in issuing them.

It was agreed that the main contractor will be responsible for choosing and supervising the subcontractors, under Chris's general direction and monitoring.

Heating – Kevin advised that the number of radiators in the Hall will have to be calculated. It was agreed that there should be one in the entrance area and another in the toilets. The radiators should either be enclosed or of limited surface temperature to avoid accidental contact burns.

Electrical wiring – The ceiling spotlights will no longer be necessary. The present layout of the lighting for the main Hall should be satisfactory. More power points will be needed and wiring in the kitchen will depend on the chosen design. It was questioned when the Hall's wiring was last checked for the purpose of insurance. This should be ascertained after the meeting. Rather than commissioning a separate inspection, the advice of the electrical contractor might be obtained when they prepare their tender.

Plumbing – this will be determined by the kitchen design. If feasible, the basin in the former toilet might be converted to a sink for the Art Club to clean their brushes.

b. Redecoration - Kitchen

Since the last meeting the redecoration working group had visited two other halls to help with their thinking. Michael Gibbs had suggested that the Howden plans included with the Mossman preliminary submission could form the basis of the kitchen design. This might save time in having to brief and seek tenders from other firms. With favourable reports on Howden's work from members of the Committee, it was agreed that the working group, together with any other members should work with Howden's to produce the design for the kitchen and subject to a satisfactory price have it included in the refurbishment specifications.

There was some discussion of equipment for the kitchen. It was agreed that none of the existing equipment was worth keeping. Consideration in the choice and location of equipment should be given to the needs of people with disabilities. A halogen hob and a fast (commercial?) dishwasher were desirable.

c. Plans for reopening event

Some initial thought was given to the opening event when the refurbishment is complete. There might be Bingo followed by supper and music. Members were asked to give this thought for further development at a future meeting.

d. VAT

Reg Hall asked if the VAT aspects of the refurbishment costs were being taken into account – works for the benefit of people with disability would be exempt. These would include the ramp and some of the kitchen equipment.

2. Review of the Website

Jackie and Laurence Reeves have met with Peter Howard. Laurence will take over and maintain the new Craster Community Trust website until he starts university in a year's time. Peter is satisfied with this (he will continue with the Visitors Craster website).

3. Playpark

a. Playdale sent the Secretary a catalogue which he passed to Hilary Punton.

b. Fingerpost. A request has been sent to the Parish Council asking that the Playpark be included in the new finger post (and if appropriate, the Hall too). The Parish Council has this in hand but will need to await the beginning of the financial year and Councillor John Taylor's new local funds.

c. Picnic table. Alan Punton and Michael Gibbs are progressing this with Mrs. Patricia Addy who is acting on behalf of her family. She has said that a picnic table in the Playpark would be an acceptable memorial to her father as an alternative to a bench on the path to Dunstanburgh. A price of £100 has been quoted by the Northumberland Estates Sawmill.

4. North Northumberland Village Halls Consortium (NNVHC)

Michael Robson reported to the secretary that it is being suggested that an energy club should be formed to buy cheaper energy. It was agreed we should look into this.

5. Queen's Diamond Jubilee

Joyce Shaw showed the sketch of a beacon that we might commission for the Jubilee. It was agreed she should continue with this and a provisional budget for up to £400 was set. As to the siting, with insurance issues debarring the harbour, Burn Hill seemed the best location for the beacon. A party/barbecue could be arranged on the kick-about area.

5. Treasurer's Report:

Jackie Reeves had circulated a schedule showing the Trust funds at 22 March 2012 which amount to £136,496.24. She had also prepared a budget for the Hall development, showing a reasonable margin on costs known to date.

The cost of insurance for the Hall for this year is £527.58. That provides for a rebuild cost of £176,400. The insurance company suggested we might need to review the adequacy of this coverage. It was pointed out that in the event of a fire most of the stone structure would remain. It could be that we are over-insured. On the other hand insurance companies may reduce their compensation for even a partial loss if overall coverage is less than what they consider it should be. Jackie undertook to explore this with the company.

As she is to be away over Easter, Jackie asked if it would be acceptable for her to pass the cheque book to Bridget Kohler in her absence. Agreed.

6. Storage shed

The Art Club has said it cannot make a lump sum contribution to the cost of restoring and extending the shed for its display boards, but would be prepared to meet a minimal addition to its rent for the storage. It was felt that as their presence in the Hall is of mutual benefit we should accept that approach and ask them for an additional £10 per month in rent.

7. Annual General Meeting

The constitution allows for the Annual Meeting to be delayed if necessary to July. With the possibility of the refurbishment work continuing into June, it was agreed to defer a decision until our May meeting.

Michael Gibbs suggested the Committee might appoint a nomination secretary to ascertain which members might not seek re-election and find people to replace them. However it was felt that the Committee knows each other well enough to be open about their intentions. With the question being put, all members indicated their readiness to continue.

8. Oil

Last weekend, the Hall ran out of oil. Kevin Brown and Alan Punton kindly transferred some 200 litres of oil from the Methodist Chapel tank, for which the meeting expressed its thanks. At 50p (allowing for the saving on transport costs) per litre, a cheque for £100 is to be paid to the Lindisfarne Methodist Circuit.

However the boiler would not restart. Rather than spend money on repairs with its replacement so imminent, it was agreed to make do with electric heaters for the present

Date of next meeting

The next ordinary meeting of the Trust will take place 7.00 p.m., Thursday 26 April 2012, in the Hall.