**CRASTER COMMUNITY TRUST**

**Meeting of Committee**

**Wednesday 23 November 2011 in the Memorial Hall**

**1. Present:**

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

Members of the Public: Michael Taylor (left after the Solar panel discussion) and Margery Taylor.

**2. 1. Minutes of the Ordinary meeting 27 October 2011:**

Approved

**3. Matters arising:**

 **1. Hall development**

 **a. Selection of Architect**

Christopher Downs has been appointed at £5000 plus a fee to be negotiated for managing the asbestos issue. He will present outline plans for the refurbishment at a meeting to be arranged after 6 December.

b. **Workstation – disposal of equipment**

An advertisement offering the equipment in the “We can mind the Time” equipment had failed to produce any firm offers (apart from Heather Lee’s bid for the amplifying equipment subject to compatibility). Rather than taking it to SITA for scrap, it was suggested we offer it to a computer equipment recycling charity “Freecycle”.

[Note: Lisa and Keith Williams have tested all the portable appliances in the Hall for which work they have made no charge. A letter of thanks has been sent to them.]

c. **Asbestos**

MIS Ltd which did a Type 2 survey in 2006 was invited to submit a quotation for a Type 3 survey. Given how much had already been done in the earlier work, the quote seemed high. The matter was referred to Chris Downs who obtained a quote from another firm Franks Portlock that was some £300 less. It was agreed to accept this second quote but to ask Chris Downs to arrange for the work to be delayed so the time the Hall would need to be closed between the necessary asbestos stripping out and the start of the refurbishment contract itself should be as short as possible.

d. **Solar Panels**

It was noted that the Government intends to reduce its Feed in Tariffs. Bridget Kohler pointed out that the rates for a community hall are not the same as those for domestic houses – there may be additional sustainability requirements involved. Given the probable costs compared with any tariff recovery, it was agreed not to proceed with the installation of solar pv panels now.

e. **Reroofing**

Quotes had been received from Matthew Charlton, Robert Porteous and Marshall’s Roofing & Scaffolding.Some members questioned whether, given the cost, it was necessary to reroof at this time. However if, as thought, the roof had become nail fatigued over the years, it might be prudent to proceed with this work. Concern was voiced that the existing finials should be preserved or replaced with like design. Based on the reputation as much as on price, it was voted to offer the contract to Marshall’s for £13,980 subject to any comment Chris Downs might have based on his examination of the roof space.

**2.** **Review of the Website**

Peter Howard is recovering from his knee operation. Chris Johnson offered to see him when he is better, to discuss the paper presented to the September meeting in more detail. There will be an opportunity to capture the refurbishment of the Hall through plans and photos posted on the web-site. The Committee expressed the value it places on the web-site and its appreciation of the work Peter does in maintaining it.

**3. Memorial Hall mail delivery**

Advice is to be sought from the Post Office about the desirability of incorporating a mail box in the front door as part of the refurbishment.

**4.** **Payment of Subscriptions**

The Treasurer has paid a membership subscription to the Community Foundation and a membership donation to Community Action Northumberland.

**5. Treasurer’s Report:**

Jackie Reeves circulated a report showing Trust funds at 27 November amount to £136,719. Of this £76,309.96 was a restricted fund (Alison Newbigin’s bequest for the Hall refurbishment) and £23,402.06 was a fund designated for the Playpark.

She has been advised by the Charity Commission that the Northumbrian Water compensation will need to be included in the Trust’s income for the 2010-2011 year. This means the accounts will have to be independently examined. She has identified two people with the necessary qualification that she can approach for this. For the 2011-2012 year Alison Newbigin’s bequest will also have to be treated as income.

Jackie said that she would prepare a schedule showing the Hall refurbishment costs committed to date compared with the funds (including the CE Electric grant) available.

Some attempt might be made to budget Hall and Playpark operating costs against estimated income given the probable loss of revenue during the refurbishment period.

**6. Availability of the minutes of our meetings to the public.**

It was agreed that in addition to posting them on the web-site minutes of our meetings when signed could be made available at the Mick Oxley’s Art Studio, for those without easy access to a computer.

**7. Bingo 12 December 2011**

Doris Clarke is arranging a bingo evening at the Hall, 7:30 p.m., Thursday 12 December, in aid of Hall funds. People are asked to donate prizes.

**8. Arrangements during the refurbishment period**

While we have yet to have firm dates for the start of the refurbishment period, we should be considering what arrangements we can make while the Hall is closed. As far as possible we need to warn regular users of the Hall to allow them to make alternative provision for their activities if we cannot. Michael Gibbs has informally advised the Art Club (also telling them that we hope to house their display boards in the rebuilt shed outside the front door. We are looking for a contribution to the cost of this from them).

Possible venues for meetings include the Chapel (while it is awaiting to be sold), St. Peter the Fisherman (Philip Harratt might be sounded out) and the Life Boat House.

**9. Item for next ordinary meeting**

Preserving a coble with the Bark Pot.

**10. Date of next meeting**

The next ordinary meeting of the Trust will take place 7.00 p.m., Thursday 27 January 2012, in the Hall.

Michael Gibbs will arrange with Chris Downs for the special meeting to see and discuss the outline plans for the Hall refurbishment to be held on either Wednesday 7 December or Thursday 8 December at 7:00 p.m. – Wednesday being our preferred date.

[7:00 p.m. Wednesday 7 December has been confirmed – Chris Downs will present outline plans.]