

MINUTES OF THE UMBORNE INSTITUTE TRUSTEES

Meeting at Willow Tree Cottage
Wednesday, 6 May, 2009, at 7.30pm

Attended: Rob Summers (chairman), Geoff Elliott (secretary), Eleanor Wood, Liz Gosling, Sue Gush, Paul Forster, Neil Shepherd and Janet Coman.

Apologies: Kimmo Evans, Paul Galloway and Peter Rugg.

Minutes of the previous meeting were agreed and signed by the chairman.

Matters Arising:

1 SG said she had found the documents about the Hallmark scheme. We would be limited to earning one star. For this we should have to initial every numbered page of the minutes; 50 per cent of trustees would have to attend a minimum of six meetings in 12 months; an annual meeting would have to be held at the time set in the trust deed; no trustees would have to be co-opted at the AGM; the chairman would not have to be elected at this meeting; and the annual accounts would have to be well presented. It was agreed to seek a hallmark at this level, and GE undertook to do so. For level two, we should have to be able to prepare food on site.

2 RS would see Suzette Sprague about being a keyholder.

Correspondence: Letters of thanks had been sent after donations from the parish council and the Axe Valley Runners.

Reports from sub-committees:

Finance and General Purposes: SG said she had 10 years of accounts in good order. She was ready to hand over the job to incoming treasurer PG and would contact him.

The Lloyds account held £311, the building account £2256, the instant access account £1 and the COIF account £37304.

The Grizzly Run had earned us a donation of £750.

Concern was expressed about the COIF account being unprotected by the £50000 guarantee covering personal accounts in banks. The new treasurer would be asked to find a safer account for our money, which would be held temporarily in the Lloyds account.

We had signed a contract until December 2010 with EDF for electricity. The new tariff was 15.81p for the first 1500 daytime units and 12.04p for evening and weekend units. This compared with 28p per unit previously.

The meter connection had been condemned by Western Power and now replaced.

Entertainment and Fundraising: EW said the Ug run and walk had been arranged. Rosemary Hewson would organise refreshments. There were revised routes for walkers and children. More had entered than before.

It was agreed to charge adults £2, children £1 and families £5 for entry to the Steam-Up. Teas would be £2.50 and cups of tea/coffee 50p. The usual stalls would be arranged. Publicity was in hand.

A total of £579 had been raised for the hall and £50 for Help the Heroes by the theme night.

New Hall Development: PF reported that with NS he had drawn up plans for a renovated hall on a similar footprint but with new kitchen and toilets and filled-in space between that added 50 per cent to the floorspace of the hall. There would be a wrapround entrance hall and a reclad roof. A renovation meant that we would not have to comply with various planning requirements. We should have to determine how strong the structure really was.

The estimated cost was £60000-plus.

A debate followed on whether at such a cost renovation or new build would be preferable. RS said a quote from Custom Timber Build set the cost of a new building at £60000, with roof but not foundations or fittings.

It was agreed on a proposal from PF to seek a meeting with the company to ascertain what we would get for our money and what permissions would be needed. The renovation scheme would be progressed at the same time.

It was further agreed that we had to make a decision soon on which direction to take. The trust would decide and promote it among the community.

JC said the second round of the Devon County Council 'Exeter Airport' grants had a deadline of June 30. There would be a third round and no more. There was also a new Area of Outstanding Natural Beauty *Making it Local* grant scheme. She was asked to follow up the information she had gained. If we were to qualify for the DCC scheme we should have to have designs and quotes ready by the deadline.

Hall Maintenance: RS said roof repairs were in hand. Floor repairs had been done.

Website: SG reported on websites that came in kit form for clubs and small organisations at £85pa. NS said that his company would host our site and have it designed. All he needed to know was what we wanted. It was agreed to have a website independent of the Shute Parish Plan.

Hall Bookings: GE said an AONB public meeting was in the hall tonight. Otherwise, there were the regular bookings and one or two by practising pop bands.

Any Other Business: None

Next Meeting: This would take place at the hall on Wednesday, 24 June, at 7.30pm.

The meeting closed at 9.50pm.