

## **MINUTES OF THE UMBORNE INSTITUTE TRUSTEES**

Meeting at the Hall

Wednesday, 30 September 2009, at 7.30pm

**Attended:** Rob Summers (chairman), Geoff Elliott (secretary), Paul Galloway (treasurer), Sue Gush, Neil Shepherd, Janet Coman, Kimmo Evans, Peter Rugg, Eleanor Wood

**Apologies:** Paul Forster, Liz Gosling

**Matters Arising:** An application for Hallmark rating was to be made immediately (GE). Suzette Sprague had said she would continue to hold a key for the hall. Helping with a pub cider festival in Colyton had raised £204.

**Correspondence:** None

### **Reports from sub-committees:**

*Finance and General Purposes:* PG said that £150 had been raised in rent for the hall and fees for lending out furniture and cutlery etc. There had been a donation of £100 from Janet Curtis, widow of former chairman Harry Curtis, who had left the area. A donation of £92 came from Andy and Ruhi Bowman, which represented the proceeds of a sweepstake on the timing of the recent arrival of their first child.

PG also reported that the hall's main account held £39,929. Two other accounts had £882 and £1,147 respectively.

*Entertainment and Fundraising:* EW said that the Duck Races had been held at Neil and Ann Shepherd's home and had been very successful. A total of £268 had been raised. Thanks were given to NS for welcoming the event.

The Autumn Supper was to be held on 17 October in the hall. Tickets would be £7 for adults and £4 for children. Volunteers were asked to make the hall ready the previous evening. Trustees were issued with lists of valley people to contact.

*New Hall Development:* RS said that an email had been circulated to trustees informing them of the offer of a £24,000 grant by the Community Council of Devon. He had wanted them to consider whether it should be accepted, bearing in mind the availability of £40,000 of our own money but a likely shortfall of £35,000.

Trustees agreed that we should accept the grant, which had to be spent within a year. They felt it unlikely we should ever get another offer like it if we waited until we had more funds.

RS said that he held a quote of £60,000 from Custom Timber Build for a prefabricated shell of a building. PF had said he thought we might do even better elsewhere, but

confidence was expressed in this company. It was felt important to deal with a company we trusted.

He said that we would have to lay a base ourselves. This would require 36 cubic metres of concrete. We should also need between 600 and 700 blocks, a ton of cement and three tons of sand. He had started to inquire how cheaply we might obtain these supplies. Brian Chidley had offered £1,000 worth of digging.

RS said that we should start the building project in the spring. In the meantime, we should draw up detailed plans, obtain planning permission (probably a minor amendment to existing consent), and source materials. PF's input would be vital at this stage.

Demolition of the present hall might follow a celebration party in place of the usual Theme Night in March. RS said that we would have to determine how to take the hall down and how to dispose of it.

There was discussion over whether the building might be longer than planned. It was agreed to inquire how much more this would cost, though it was noted that in the long run there would be savings.

RS also reported that the Bird family remained willing to offer land for a new car park, subject to a final inspection of the site. Planning permission for a new gateway would have to be sought.

Trustees turned down the idea of a container parked on the site for storage.

PG said that we had to make a financial plan. Where was the money coming from for the final third of the cost of a new hall? It was agreed that as soon as we had a detailed plan and costings a necessary first task was to form a business plan and to address the question PG was asking.

GE said that he would seek advice from someone who had raised the money for a big extension to Stockland village hall. JC and KE would seek further grants. SG suggested individual pledges of money from people in the valley might be sought. PR spoke about the possibility of loans, though SG wondered what these would be secured upon. PG said we should need guarantees from somewhere if cash flow became difficult.

RS said that we should invite a representative of the *Make It Local* grant scheme to come to talk to us.

GE proposed that we should ask Ted Townsend, if he were still agreeable, to act as project manager. This was agreed and he was asked to discuss the possibility with him.

GE also undertook to seek publicity for the project once planning obstacles had been overcome. He said this might result in our receiving further offers of support. A history of the hall would also be written.

It was agreed to meet monthly from now on, on the third Tuesday of every month at the later time of 8pm, starting from 20 October.

*Hall Maintenance:* RS said that he would mend the roof leaks.

**New Website:** NS had emailed trustees to look at the outline of a new website at [www.umborne.org](http://www.umborne.org) . It was agreed that this approach was exactly what we wanted. He said that he would like further comments and also invited people to submit content. We should need a great deal of it. GE said that he and Rick Wood had undertaken to do some of the writing. They would meet to discuss what might be possible. NS said that we should have to write an About Us section. Later he hoped he might be able to lease out sections of the website to be run by different people. For now, he was happy to build content from what he was given.

**Hall Bookings:** GE said that the usual bookings had been received.

**Any Other Business:** None

**Next Meeting:** Tuesday, 20 October, in the hall at 8pm.

The meeting was closed at 9.30pm