

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

Meeting at the Hall

Wednesday, 5 March, 2009 at 7.30pm

**Attended:** Rob Summers (chairman), Geoff Elliott (secretary), Sue Gush, Eleanor Wood, Peter Rugg, Liz Gosling, Paul Forster, Kimmo Evans, Neil Shepherd and Paul Galloway.

Chairman Rob Summers welcomed new members Neil Shepherd and Paul Galloway.

**Apologies:** Janet Coman

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

### **Matters Arising:**

1 Insurance: SG reported that she had accepted a quote from Zurich to include indemnity cover

2 Keyholders: RS had yet to ask Suzette Sprague if she wanted still to be a keyholder.

3 Hallmark: SG said she had not progressed this.

4 Electricity tariff. It was agreed that NS would seek a competitive rate. We were currently paying EDF 26.35p at the higher rate and 8.41 at the lower, with a standing charge of £10.91 for each 93 days. The rating bands had no relevance to the way the hall was used. Last year's bills totalled £327.

5 Parish Council. A donation of £300 had been received towards the cost of the new floor.

**Correspondence:** Letters of thanks had been received from Suzette Sprague and Chris Solway for their retirement gifts.

**Chairman's Report:** Nil

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

*Finance and General Purposes:* SG said she had almost finalised the accounts and would then hand over to Paul Galloway.

The Lloyds account held £848. The sum of £500 would be transferred to the high-interest account.

The building account had £99 and the instant access account £1.72.

The COIF account, which had been paying 4.886% interest until the end of 2008 but was now paying 2%, held £37,100.

NS asked if the COIF account carried a guarantee like the £50,000 FSA guarantees on personal accounts. SG said she would inquire.

*Entertainment and Fund-raising:* EW led a discussion about Theme Night, for which various arrangements were made. She said that all arrangements for Grizzly Run marshalling were in hand.

*New Hall Development:* RS and PF had met the Real Log Cabin Company, which had suggested switching to a timber-framed building. Planners had expressed a preference for the more traditional look of such a building, which would be slightly cheaper than a log cabin. Only a minor amendment to planning permission would be needed. As a result, an updated quotation had been received. This showed a total of £4,000 for fees, £20,800 for foundation and floor, £108,750 for the building, £10,800 for heating and plumbing, £6,500 for electrics and between £4,000 and £5,000 for a replacement septic tank. The total was more than £150,000. Another quote had come in at more than £200,000 and a third, without foundations, at more than £100,000.

PF said the figures were higher than he had expected. We should have to do some of the management and work ourselves.

GE said renovating the present building had received little enthusiasm when discussed at the past two meetings, but the time had surely come for a more realistic assessment. Despite all the efforts of fund-raisers we were getting no nearer to funding a new build. Even if we were to get a grant in the summer of £20,000 from Devon County Council we would be £100,000 short of our target. We should consider renovating what we had. Several trustees supported the view. EW said we might feel some embarrassment at failing in our principal objective but it was vital that we kept a village hall and there was a danger we would run out of energy for fund-raising. PF said that he thought renovation was the answer and it could be done in phases while the hall was kept open.

It was agreed that PF would prepare an outline plan and take photographs with the intention of meeting planners for guidance.

RS said that he was happy to explore the possibilities.

*Hall Maintenance:* RS said that he would seal the leaking roof.

**Post-AGM issues:** PG would take over from SG as treasurer. SG would remain available to help. She would also join the entertainment committee led by EW. LG would remain a member of that. Hall development would continue to be led by PF with NS as his principal committee member. JC would be asked what contribution she would like to make. It was thought likely that she would want to work with KE on funding. RS said that he would take on hall maintenance.

GE said that the only Charity Commission compliances still to make were the presentation of an annual report, which he would take on, and the display of minutes of our meetings, which the trustees would have to agree to. It was agreed that GE would proceed with both.

RS said we should consider changing the name of the trust when we had a redeveloped hall. We might call the institute a community hall and the trust a management committee. This was agreed.

**Website:** SG would lead a project to form a new website. NS said that he could arrange to add the skills of a web designer. It was accepted that a website would help with managing the trust and communicating its decisions and show off the valley and its community.

**Any Other Business:** GE said that the STAG drama group had decided not to hold further rehearsals in the hall. They had moved to Axminster where most of their members lived. This meant that we had few bookings other than our social events. These were really only the ladies' social club and skittles and occasional meetings of the parish council.

PR said that representatives of various parts of the parish had attended a meeting at Whitford to discuss forming a parish plan. KE said such a plan would provide evidence to get resources into the parish because it would show what the people wanted. If they wanted a meeting place in our half of the parish, this would reinforce any bid we made for support. PR said a steering committee had been formed. Rick Wood and Phil Wilson would sit on this committee. A questionnaire would also be distributed around the parish.

**Next Meeting:** This would take place on Wednesday, 6 May, at 7.30pm in the Hall.

The meeting closed at 9.25pm.