

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

Meeting at the Hall

Tuesday, 21 October 2008 at 7.30pm

**Apologies:** Paul Forster

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

### **Matters Arising:**

1 GE was to send off signed copy of the deed of trust to the Charities Commission.

2 SG said that a 14-month indemnity insurance contract was being offered. A decision on which insurance to take out would be made at the next meeting.

3 RS said that the structural engineer engaged to examine the hall had concluded that the building was sound and would probably last another 50 years. The deterioration was minor. We could continue to use the hall as before. The one necessary improvement was to add another layer of flooring. It was decided to use a hardwood at approximately £700.

GE asked if the engineer had indicated whether the building and floor was substantial enough to allow dancing. RS said he would check this.

4 No new grant prospects had come to light. RS asked if anyone knew an experienced fund-raiser who might join us. GE said our problem would remain: the hall didn't benefit enough people. Had he been present, Paul Forster, would say we should consider renovating the existing hall rather than seeking to replace it at a cost we couldn't afford. GE said that he was concerned that both the community and our fund-raisers might tire of the hall's present condition if we persisted for too long trying to replace the building, but EW, PR and SG all expressed misgivings about taking the renovation route. Nevertheless, GE was asked to talk to PF about working up some proposals so that we could consider them.

5 RS said we also needed a new treasurer because SG had indicated her wish to resign that post. It was agreed to approach any likely recruits rather than 'advertise' the vacancy.

6 Keyholders signed the new list being drawn up to ensure that we could show who had access to the hall. It was decided to check with Suzette Sprague whether she wished to continue showing people into the hall for such tasks as electricity and fire inspections.

**Correspondence:** None

**Chairman's Report:** None

**Sub-Committee Reports:**

*Finance and General Purposes:* SG reported £606 in the current account, £89 in the building account and £38,186 in the COIF hall replacement account. She said that £441 had been raised by the autumn supper.

SG would inquire whether it was worthwhile to cancel the night-time electricity tariff to obtain a lower daytime rate.

She would also find out whether we were to get an £18 refund having now joined the new village halls body after also joining the body that had used to perform the same role.

*Entertainment and Fund-Raising:* EW expressed thanks to LG for her efforts at the autumn supper. She said that Angela Pearce and Gillian Pearce would run the children's Christmas party. It was decided that the Twelfth Night supper and party would take place on Saturday, 10 January.

*New Hall Development:* RS said that a new brochure might offer a standard design of 'log cabin' village halls. He said that people at South Molton had been very pleased with their 'log cabin' building and spoke of the wonderful atmosphere it created. It was also very warm, though the thickness of the walls was less than we planned. Ours would be 8in thick, rather than 6in.

*Hall Maintenance:* Fire extinguishers had been serviced.

**Any Other Business:** Now we had a new constitution, SG suggested we should seek a Hallmark rating. This would show that we were managing the hall satisfactorily.

GE suggested that we should modernise some of the terminology we used. Instead of 'institute' we might say 'community hall'. Instead of 'trustees' we might say 'management committee'. RS said we could do this after we had received ratification of the new constitution and at the AGM.

KE asked if there had been progress with development of the website. Ruhi Bowman would be asked again if she had created a design.

**Next Meeting:** Tuesday, 9 December at 7.30pm at Little Yardbury.

The meeting was closed at 9.10pm.