


**EAST WORLINGTON PARISH HALL MANAGEMENT COMMITTEE**  
**Minutes of the Extraordinary Meeting held on Thursday 19<sup>th</sup> January 2015**  
**at 7.30pm in the Parish Hall**

Present: Steve Baber (Chairman), Miya Bond (Treasurer), Winnie Corley  
 Sandy Haughton, Philip Risdon, Brian Edwards, Liz Guppy, Lorna  
 Manton (Minutes), Terry Pullen

Apologies: Campie Hurst Bannister (Vice Chairman), Jude Coldwell (Secretary)

In attendance: Gavin Manton, Ron Moore

	<b>ITEM</b>	<b>ACTION</b>
1	<p><b>Update on progress with the heating plan</b>            SB &amp; MB briefed the meeting on current situation. Air Source system could provide radiators to kitchen &amp; toilets &amp; underfloor heating for hall. Timoleon had visited site, there were 2 options for pump location</p> <ul style="list-style-type: none"> <li>(i) External – at corner of hall (East Worlington House side), disadvantage on a wet day the system would sit directly under thatch.</li> <li>(ii) Internal – in store cupboard off hall, disadvantage noise could be a problem, slightly more installation cost.</li> </ul> <p>Estimated Life of pump 10 – 15 years            Heating would remain on constantly, max temperature achieved 18 – 20c.            Comparing air source &amp; oil: Air source more eco-friendly, air source approx. £10,000 more to install however running costs 2/3 cost of oil. Time from installation until the system can be used, 3 months.            SB getting 3 quotes then informed comparisons can be made.</p> <p>It was agreed that a decision as to system chosen needs to be made and implemented following launch on 27.2.15. and by 31.03.15. to be within certain grants criteria.</p>	SB
2	<p><b>Current project financial position</b>            SB informed the meeting we there is still a need to raise £15,000. This is mainly due to cost increases during the time of the project planning process.</p> <p>Some of the variance relates to the thatch – estimates 5 years ago were approx. £21,000 now £26,000, however the thatch does not have to be replaced this year.</p> <p>Also the current timber floor cannot be reused with the heating solution. A Juncker floor solution is the best option and this increases our project costs by approx. £10,000.</p> <p>In relation to the Heritage Lottery Fund grant, £14,000 of that grant is linked to digital output, and research and learning activities. Also an element of the grant can only be spent on VAT and this depends on VAT charges in connection with the work on the project.</p> <p>Work is under way to clarify the extent to which VAT on elements of our</p>	

	<p>project can be zero-rated or charged at the full amount.</p> <p>It is anticipated building works will take place between June and August of this year.</p> <p>The windows in the hall need repairing but this will be carried out under the maintenance programme.</p> <p>TP confirmed the Hall is key for continuation of EWPS and therefore fully supports the project.</p>	
3	<p><b>Digital Output developments – website; blog; etc.</b>  SB informed the meeting that Martin Bond is building a new website and blog. MB was hoping to have a new home page by 27.2.15, the remainder of the website is under construction.</p>	
4	<p><b>New logo (header)</b>  SB explained and showed the meeting the 3 elements that were required for the new website header, namely</p> <ul style="list-style-type: none"> <li>• Name – East Worlington Parish Hall</li> <li>• Image – Drawing of hall</li> <li>• Logo – Drawing of leaves above the 'I' of the word Parish</li> </ul> <p>It was agreed to delete 'Nr' prior to the word 'Crediton'</p> <div style="text-align: center;">  <h2 style="margin: 0;">East Worlington Parish Hall</h2> <p style="margin: 0;">East Worlington, Nr Crediton, Devon EX17 4TS</p> <p style="margin: 0;"><a href="mailto:worlingtonparishhall@gmail.com">worlingtonparishhall@gmail.com</a>    <a href="http://www.eastworlingtonparishhall.btck.co.uk/">http://www.eastworlingtonparishhall.btck.co.uk/</a></p> <p style="margin: 0;">Charity Number 267969</p> </div>	
5	<p><b>Programme for the Launch Event</b>  SB had prepared a programme for the launch. Ensure link to school is included. Programme agreed unanimously.</p>	
5	<p><b>Roles and support for the Launch Event</b>  The following was agreed:</p> <p><b>Task</b></p> <ul style="list-style-type: none"> <li>Organising Cheese and Refreshments</li> <li>Organising Wine</li> <li>Organising Beer</li> <li>Organising Cider</li> <li>Organising Soft Drinks</li> <li>Serving Cheese and Drinks</li> <li>Creating and printing programme</li> <li>Creating and printing information brochure</li> <li>Creating handouts of slides</li> <li>Can you help flipchart sheet</li> <li>Badges for Committee and Action Groups</li> <li>Reception duties at the event – ensuring people sign in to maintain a</li> </ul>	<p>CHB  BHB  BE  PR  SB  LG,WC,RM  SB  SB  SB  SB  SB</p>

	<p>register of attendees</p> <p>Creating a Register Steve</p> <p>Setting up the Hall Steve</p> <p>Publicity before the event - Press</p> <p>Photographs at the event</p> <p>Dwellings Property Questionnaire - to be handed out at 8.20 after presentation</p> <p>Producing a Report after the event</p>	<p>SH, LM SB</p> <p>GM</p> <p>SB</p>
5	<p><b>Meeting and Publicity – Local Politicians</b></p> <p>(a) Peter Heaton-Jones (Conservative) 5.30pm Friday 27<sup>th</sup> February 2015. Mr Heaton Jones will be at the Hall for ½ hour. Briefing sheet prepared by SB – all agreed.</p> <p>(b) Sir Nick Harvey (Liberal Democrat) 12.30pm Friday 3<sup>rd</sup> March 2015. As Sir Nick will be at the Hall for 1 hour, briefing sheet will be followed together with sandwiches &amp; tea/coffee provided by LG and LM. LG &amp; SH will lead visit to EWPS (all others will also attend). LG to liaise with Suzi Pinn.</p>	<p>LG &amp; LM LG &amp; SH LG</p>
6	<p><b>Broadband Access Across the Worlington Community</b></p> <p>SB had distributed to the Committee a copy of a letter which, if agreed, would be circulated to all the EW community area. He asked the Committee to support collaboration with Worlington PCC and East Worlington PC to drive forward a local initiative to improve Broadband. He informed the meeting that there was still a slight issue to be resolved with the church re a contract between them and the providers.</p> <p>The committee unanimously agreed to support collaboration on this matter.</p>	
	The meeting closed at 9.30 pm	



## East Worlington Parish Hall

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