

<p>Village Hall Working Party Committee meeting – VHWC</p> <p>17th April 2019 – 7pm – The Fox, Ousden</p> <p>Attendees from the working party:</p> <p>Christine Ingham – CI</p> <p>Richard Hurrell – RH</p> <p>Julie Pryke – JP</p> <p>Alan Christie – AC</p> <p>Mike Hole - MH</p> <p>Apologies:</p> <p>Paul Leaves – PL</p> <p>John Whitefield – JW</p>	<p>To Action</p>	<p>Time Frame</p>
<p>Meeting opened and with various committee members home work/life commitments in the weeks following the March meeting the committee agreed that the May meeting was crucial to being ready for the next open meeting in June.</p> <p>AC suggested going over the Gantt chart and previous minutes</p> <ul style="list-style-type: none"> - Committee to draft a letter to formalise the appointment of MH as Principle designer - Taking it in turns to attend the Parish Council meetings as representatives was mentioned and CI mentioned that the 7th May is the AGM – CI will speak with AC re the VHWC proposals - Dates of Parish Council meeting according to the Parish Council Website <p><u>Meetings are held on the second Tuesday in January, March, May,</u></p>	<p>MH</p> <p>CI-AC</p>	<p>21 MAY</p> <p>7 MAY</p>

July, September and November unless otherwise stated.

Meetings begin with an Open Forum at 7.20pm. This is an opportunity for members of the public to speak to councillors informally about items on the agenda prior to the start of the main meeting. Everyone is welcome.

Members of the public may stay and observe the rest of the meeting but are not allowed to address the Council.

Dates of next meetings:

Tuesday 7th May - Annual Meeting of the Parish Council followed by the Annual Parish Meeting

Tuesday 9th July 2019

Tuesday 10th September 2019

Tuesday 12th November 2019

Tuesday 14th January 2020

Tuesday 10th March 2020

- JP noted that the Charities commission would not be approached again until we are further in with a surveyor
- AC confirmed that the Business Plan is sketched out, but what has become very obvious is that a survey of the villagers must take place

The purpose of this is

1. We need to be engaging with the villagers
2. Any funding body will require us to have consulted with the local community

Some concern was raised that questionnaires are often not returned, and we should demonstrate that we have delivered to all households. CI has said that she does have a village 'address list' so we would just need to tick off who we had delivered to.

MH suggested that we just make it clear with a covering letter that we just need it for the business plan and after all this is a follow up to what was a positive turnout to the September meeting.

Discussion took place around when we hand out the questionnaire, and maybe we announce this on the night of the next village meeting, and tell the villagers that we will publish the results.

AC spoke about what was needed for the night;

- Drawing of the building
- Location/position plan as this had changed

<ul style="list-style-type: none"> - Business plan - Flyer was required – headline was agreed as ‘Community Action’ - Meeting date 19th June – “Ousden Village Hall New Build Committee” - CI will draw up the flyer for the evening, Ousden news would be contacted and posters placed around the village for the 19th June 		
<p>Further discussion took place with thoughts that villagers will be keen to know about the memorial pavilion and children’s play area. Also the question of affordable housing came up in discussion.</p>		
<p>MH is to ask his Carter Jonas contact for a price valuation of the site</p> <p>AC said it would be useful to rule in or out if an organisation such as Havebury would be interested in the plot. RH thought that JW had contacts at Havebury and would email him for those contacts/approach. The item could be raised at the Parish Council AGM on the 7th May and also discussed within any pre-application planning advice as to how possibly ‘4 affordable’ houses would be viewed.</p>	<p>CI</p> <p>MH</p> <p>RH</p>	<p>DRAFT BY 21 MAY ?</p> <p>21 MAY</p> <p>ASAP</p>
<p>JP said that this would be key as we know that Ian Harding is currently looking in to affordable housing within the village .The council may be interested in the site and the land could be offered for affordable housing.</p>		
<p>RH said that ultimately the remit of this committee is to make the money from the sale of the site to build the new village hall. Of course if the council wish to buy the site for affordable housing, then it would be welcomed after valuation.</p>		
<p>In terms of the paly ground – MH felt that this could be accommodated within the grounds of the village hall, however someone needs to maintain it. The equipment is coming to the end of its life. It would be good that someone that uses it takes responsibility for it as also play equipment has changed and someone needs to take it on.</p>		
<p>AC summarised working back from 19th June</p>		
<ul style="list-style-type: none"> - May 21st meeting is significant - Visual plans, layout, where we are with planning, the legal status regarding the charities commission, business plan, funding matrix and marketing story line - At the meeting we need to confirm how much it is going to cost. MH will speak either some quantity surveyors to assist with this so that we have a survey for funding - The purpose of this meeting is to close off the plans for the hall 	<p>MH</p>	<p>21 MAY</p>

- JP also made it clear that none of the proposals can really happen without 'you' – the village – we must go forward as a cohesive village, legally, it has to be the will of the village
- AC suggested a PowerPoint presentation outlining the process, this helps engage with the villagers, and to show clearly that in each step of the process we need 'you (the villagers) to do this i.e. for 'us' the 'new build committee' to do this – we need you (the villagers) to do this 'i.e. questionnaire'
- We need to have prepared a pack for the villagers, i.e. info on the survey, plans
- Visual boards, possibly a model - MH
- We probably need to have a charities commission discussion and to talk about the process

AC asked if there were any other invitees? Will's Trust should be invited and AC will speak with Sara Payne. Other invitees suggested were the Parish Council, Parochial Church Council, County Council

Next meeting date 21st May 7pm The Fox

AOB

23rd June AC has requested help for the Summer fayre BBQ between 12 and 4

JP asked for dog show help – judges perhaps?