

<p>Village Hall Working Party Committee meeting – VHWC</p> <p>23rd February 2021 – 7.00pm – ‘Teams’, Ousden</p> <p>Attendees from the working party:</p> <p>Celia Holt (Chair)– CH</p> <p>Christine Ingham – CI</p> <p>Julie Pryke – JP</p> <p>Mike Hole - MH</p> <p>Sophie Mason - SM</p> <p>Richard Hurrell – RH</p> <p>Attendees from the management committee:</p> <p>Jessamy Saltmarsh – JS</p> <p>Apologies</p> <p>John Gale – JG</p> <p>Mentions</p> <p>Sarah Christie - SC</p>		
<p>Planning</p> <p>MH is in communication with Mike Chester keeping him informed of progress.</p> <p>MH to contact Ed Fosker – Planning, when he has pulled everything together to submit to the planning department.</p> <p>MH’s QS will cost the build.</p> <p>MH indicated approximately 4 weeks to validate resubmitted plans. The total process takes 12 weeks but the planners could request additional time.</p> <p>JP will contact Bob McGuidy, Ashtons who is currently working on a similar project which may influence our approach to section 106</p> <p>Fundraising</p> <p>SM to send document to all detailing a critical path and timelines for fundraising in relation to the Grant Makers.</p> <p>SM noted that the biggest 3-4 grant makers that we are reliant on are ‘open ended’ and so we will not miss out on those given the delays in planning application process. National Lottery, Henry Smith, Swire Foundation, Tudor Trust are open ended.</p> <p>SM felt that we are not in the right place currently to apply for these</p>	<p>To Action</p> <p>MH</p> <p>MH</p> <p>JP</p>	<p>Time Frame</p> <p>5 MAR</p> <p>End FEB/MAR</p> <p>23 MAR</p>

large lines of funding. We are missing elements of the plan/cost and time line which are in progress. We will need:

- The planned cost overlay
- Our plan to raise the funds needed
- Our mitigation plan, if we don't raise those funds

CH asked if any further help was required until we have the information above, and SM feels that she can work on a few things now and then when the rest of the information comes in then she can plot some date specific orders of play in relation to the grant makers.

JS will not alter the time line until we have clarity on planning submission.

In terms of fundraising JS waited to see the latest Covid restrictions, and how that might affect the 'Pop-up Café'. A group discussion felt that we may be able to provide a 'Take Away' service.

SM stated the National Lottery fund is the big ticket grant maker which we should approach first when we have the QS's costs and clarity on section 106 etc. we can follow with the smaller grant makers (not plotted all at the same time).

CI – suggested we re-engage with CAS- one to one funding interview for the recent bid that was not won, for feedback.

CI 23 MAR

CH – mentioned crowdfunding, SM feels that it can be very time consuming to run a crowd funder in a small village. CH suggested maybe keeping this as a 'top up' when things get exciting, to give it some momentum.

SM will review the business plan to distil info for appendices to any application for a grant

CH - we will ask SC to create a financial executive summary of the full financial plan for inclusion in the the business plan/funding applications

Other

CH will look for soft copy of village hall surveys which contained those peoples e-mail details who wanted to be informed of local events.

CH 28 Feb

JP kindly reminded us to include 'unsubscribe' option in emails to all subscribers sent information. (our GDPR Policy)

Business Plan

CH asked for some help on the business plan. Alice offered help map out the likely competition (local halls) concerning facilities/hire charges/classes/ regular events to compile a SWOT and look for gaps/highlight our points of difference.

CH April Mtg

SM said it would be good to lift from the plan extracts around Mental Health , Physical wellbeing, loneliness and isolation, community cohesion for example stating how many people we can engage in a month, different seasons etc. CH will draft wording together to send round for us to look at, examples such as monthly theme night, occupational

<p>health nurse, library, movie night, yoga etc.</p> <p>CH mentioned that TM to be invited to the next management committee meeting (Social media update & website)</p>	CH	23 MAR
	CI	Before 4 MAR
<p>Public meeting</p> <p>CH suggested Saturday 17th of July at 10.00am as a Public Meeting date that would need to go in to Ousden News in April for mid-June edition. We may need to push back the meeting date should the planning not come in by then.</p>	CI	23 Mar
<p>AOB</p> <p>CH requested bio information from SM</p>	SM	23 Mar
<p>Date of next meeting 7pm – 23rd March</p>		