

BRAMPTON ABBOTTS

Village Hall

Ordinary Meeting Minutes

September 21, 2022 7.30pm

Venue – Alice’s place

Agenda

1. Welcome
2. Apologies for absence – Mike and Ali unable to make this meeting
3. Minutes – July meeting minutes were agreed
4. Matters arising from July meeting – none, given the agenda for today’s meeting
5. HOPE outcomes including Bricks, Volunteers, feedback
6. **Reports**
 - a. **Grants** – the refurbishment team will continue to work with the grants team to ensure that the correct amounts are identified and utilised in the application process. Different grant application processes have different specifications in terms of refurbishment detail. As we are identifying the type of work required we can prioritise within the grant application process.
 - 6.a.1 Proposal to apply for an Awards-for-All grant – we will be proceeding with this grant application, however the National Lottery ‘reaching communities’ is not an option as we don’t meet enough criteria to gain a grant
 - 6.a.2 Proposal to apply to the Bernard Sunley Charitable Foundation fund – we will be taking this grant application forward; the Rank Foundation - Pebbles Grant has also now been identified which is available on capital projects under £150,000, so we will be taking this forward too as £250 - £4,000 could be achieved.

b. **Refurbishment update** / completion status and progress

Orders have now been placed to commence the electric work, disabled toilets, flooring (for the main hall, storerooms one and two and the entrance), cavity wall insulation and the fire alarm system. Further decisions will be made relating to lighting and building works including the disabled toilet and ‘making good’ inside the main hall. For now we have put decisions relating to the ceiling as a lower priority, which we will consider a little further down the line.

In terms of lighting plans, we will have tracks with spotlights attached. A spotlight sample is being obtained. Heating will be via infra-red panels.

Flooring in the main hall will be Massimo vinyl, with entrance matting in the foyer and store rooms.

Windows and doors are being priced so that we can review costs.

Painting works on the external of the building continue, thanks to a small but very effective team. The team have been tireless in their unpaid efforts on the external decorations, and we are very grateful for their efforts and the leadership of Brian in this endeavour.

Works are expected to commence in the coming weeks. Huge thanks to Brian, John and the team for leading the restorations and giving the project so many hours on an unpaid basis. As always OHNS continue to be cooperative in flexing their parking arrangement when access is required.

c. Communications

The HOPE event was well supported in the village with 6 volunteers coming forward to offer their time in various ways: 2 signed up for fund raising, 2 for event planning, another village member signed to join the communications team, with 3 putting their names down for maintenance ongoing and 4 for décor. Around 40 people attended the evening to enjoy refreshments donated by Hanks, The Taphouse, and Morrisons, and talk about progress to date and plans for the future.

The 'Buy a Brick' campaign raised £3,100 on the night and we also picked up another Corporate Sponsorship giving a total of £7,750. More focus on these and other initiatives will be given when the fundraising team has been established over the coming weeks.

In total, alongside gaining a lot of positivity around plans for the venue, we raised £10,850 as well as the generation of lots of community spirit and volunteers for various team involvement going forward. Thanks to Ali in particular for the hard work and donations going into making this happen, and the to village for all the participation on the night.

A number of other communication ideas were discussed (particularly in relation to social media following on from the great work Ali has contributed with the website and the open evening), and a plan of action will be agreed at the next Communications meeting. We can review the use of social media and tools to get the word out and promote projects ongoing: the more we can tap into community links, the better.

d. Treasurer

The Treasurer's report is available on the website for review. Well done to Mike and the team for securing the ACRE grant this month, to maximise the drawdown amount as far as possible. Work is going on to ensure we can claim gift aid on donations too.

7. Constitution review news / updates / Acre membership

Jon continues to lead the review of the constitution in conjunction with Richard Timney.

Google space creation (for ease of access and storage of current documents) is proving difficult; we will share documentation for now via Office 365.

8. AOB

John instigated discussion around health and safety needs documentation wise. When we have the required certificates in hand these will be utilised in planning office liaisons as required.

In future meetings we will have a regular slot for '**Governance**' matters. A '**maintenance and gardening**' category will also be added.

We are thinking around how we can involve the wealth of gardening expertise in the village to bring together volunteers to create a garden from donated plants and shrubs. More news to follow from Brian on this endeavour.

Normally meetings are held in the third week of the month. During October due to unavailability the meeting will be held a week later, on **Weds 26 October**. The meeting time will be brought forward to **7pm**. At some point we will start to record our holidays as a team within the electronic system, alongside entering updates in the action tracker and key log (we have 8 keys held within the team currently, including one spare).