



**SAVE OLD SCHOOL:
Group Meeting in the Rose & Crown, Ivinghoe,
22nd August 2011 at 8.00pm**

PRESENT: Carol Tarrant
Sandie Emerson
John Wallis
Jeannette Wallis
Les Laing
Anne Eastwood
Sylvia Simmonds
Bob Corn

APOLOGIES: Alex and Owen Wynne
Lukas McCormack
Martin McCormack
Moirra Heggarty
Ben Huxley
Emma Maier
Jane Custance
Tessa Smith
Sue Nicholls

Carol welcomed everyone to the meeting, which had been called to further discuss proposals in connection with the Old School Building in the centre of Ivinghoe, and to progress SOS's planned future for it within the Ivinghoe community.

1.0 'To Have and to Hold' Document –

Sandie Emerson had met up with Carol just prior to the start of the meeting asking if she could place an item at the start of the agenda – as she had limited time tonight and had something important to add to the meeting.

Sandie tabled a short summary report on this document which illustrated that **'Viability'** and **'Sustainability'** were essential considerations in the SOS Group Business Plan – Viability in establishment and running costs, revenue costs into the future, etc., and Sustainability in how the project is seen over time in the Community.

She feels that the document really says **'Plan, Plan, Plan'** – any proposal needs to set out the Vision, to set out the Business Plan, and to set out the bases on which it is all based. Feasibility needs to be addressed – really how feasible is the project, and how does it stack up financially. Carol mentioned Community Impact Bucks, and that their offer of an 'expert volunteer' to help with this had fallen through.

Sandie handed round a list of questions from the 'To Have and to Hold' document, all of which should be addressed in the Business Plan, and developed to ensure the long term success of the project; other areas to be covered were suggested in the document, which should all be borne in mind. Much of this is included in Carol's original emails and six point plans etc – but serves as a timely reminder to put these elements centre stage. *Sandie to continue to extract the salient 'reminder prompts' as for inclusion in our business plan, which in turn will inform our planning focus from now on.*

2.0 Café Proposals – noted that a brief note had been received from Sue Nicholls in respect of ‘Ivinghomec’ (she and Tessa were unable to attend this evening since they were preparing for their launch of the business on 23rd August 2011) – she felt that **‘Education’ and ‘Employment’** would be community aspects benefitting from their proposal of installing into the Old School building. They would be **a regular rent paying tenant**, and as a catering enterprise would have synergy with the proposed Community Café. **A second proposal had been put forward** by Hayley Wesley, who feels that she and a partner could base a Community Café on the existing kitchen area (she evidently had had a proposal for a café at 17 High Street, but the project had fallen for various reasons). The **meeting discussed both proposals** and felt that if a commercial concern was to be established, then that concern would need to be responsible for installation of any new café installations necessary for their particular business – e.g. gas or additional electricity, water supply, etc. Discussion re-the ‘community’ slant of the business took place, and that this should be a focus; ***both businesses should be invited by SOS group to make a presentation to this SOS Group on 5th Sept to include:***

- 2.1 **Financial Viability of their own Business Plan** – electricity, gas, etc., would need to be at their own expense.
- 2.2 **How would they put a café together to meet the ‘community’ needs of the SOS Group?**
- 2.3 **What element of their Business Plan is Rent** for their space?
- 2.4 **What length of lease** would they be prepared to sign up for?
- 2.5 **What hours** would their business take up?
- 2.6 **Would the use as an evening Youth Café** affect their thinking?
- 2.7 **Would they be prepared to act as key-holder** and / or a care-taker for the building?
- 2.8 **Do they have plans for social inclusion** in their proposals – e.g. reduced-price coffee mornings for elderly folk?
- 2.9 **Could they confirm** that they have taken Health and Safety requirements, Environmental Health requirements, and any other legislative requirements into account in their Business Plan?

3.0 Constitution: – Carol has prepared a document as a Draft Constitution (using the Watermill Constitution as a basis). She will take it further, adding her original ‘Mission Statement’ which has more ‘visionary’ elements, and will issue to the Group for comment. ***Carol, Les and John will take the draft and comments to form a final Constitution Document by 5th September 2011 – they will have a preliminary meeting on 1st September 2011 at 2.00pm at Wellcroft Cottage – issuing the final draft for comment by 3rd September 2011.***

4.0 Questionnaire: Sandie will take comments so far received, reduce some of the options and expand others. ***She will complete the document by 28th August 2011, and Bob will print off by 31st August 2011 – Sylvia will provide a distribution list for Sandie (copy list to Carol)– the Questionnaire will be distributed immediately after 5th September 2011 Meeting, for collection before 12th September 2011 Meeting – Sandie will collate the findings by 19th September 2011.***

5.0 Structure of the Group: Carol noted that she had come across an organisation that exists to help with Community Asset Transfers; ***she will circulate***

information of this, and information of Social Enterprises, including Charitable groups Community Interest Companies, and differing types thereof before the next meeting on the 5th September.

- 6.0 **Business Plan:** Noted that Jane tells us by email she will prepare an upgraded, second -draft Business Plan during this week (while away in the Alps!). Carol mentioned at this point in the agenda, that smaller sub-groups should soon be formed, one to help find the necessary ‘evidence’ needed to reflect the check-lists flagged up by Sandie from ‘To have and to Hold’ document and other sources.
- 7.0 **Parish News Article:** Corral McCormack has taken a **short article from Carol to publish in the forthcoming Parish News** – Carol also tabled an item from the **1904 (!) Parish News which was found in an attic of old PN by Lukas**, outlining how the then Earl Brownlow was baulking at the sums of money he was asked to benefice for maintenance needs of the School Buildings in Ivinghoe and Ivinghoe Aston – caused by the ‘unfortunate’ new Education Act of 1903, which meant the Government, after the expensive Boar war, were placing Schools expenses with Church or residents funds, thus the need for a hasty hand over of the Schools to the County.
- 8.0 **Les gave an outline of Lady Alford’s requirements in the early 19th Century** – evidently 1852 Hansard Records of Lord Resdale will show details. By this time, the Brownlow’s were living at Belton House, Lincolnshire – most of the records were acquired by Paul Getty. **Apparently, Ivinghoe School was established in 1841, erected in 1865.** Further enquiries should be made through National School records – specifically ‘Ivinghoe’ rather than ‘Ivinghoe Aston’. Evidently Herts Record Office have no details of Ivinghoe School. **Carol and Moira were due to spend a couple of brief hours in the Aylesbury archives, next day ...where some progress was made.** Lady Alford was the daughter of Spencer Compton, Marquis of Northampton – **further information may be available at Ashridge College and *ongoing further research help is welcome.***
- 9.0 **Extending Town Hall Public Liability Insurance to cover an Exhibition at the Old School Building:** Noted that Carol had asked the Town Hall Management Committee if this were possible, which was denied for legal reasons. She had a list of advice and guidance re-help available from AVDC, which had been given to the Library – she was enthused by the Group to pursue similar assistance, which has since born fruit, with help being offered by Stephanie Muffat Community Engagement manager at AVDC. ***Carol to take SOS guidance by email now, on what support we should ask for, as it is helpful to be engaging with bigger fish!***
- 10.0 Anne confirmed that she had now put her own improvised practical foldered **SOS petitions in the Farm Shop, the Post Office, the Library, the Rose & Crown, and in the Church** – ***she would be putting one in the Golf Club House tomorrow. Anne also agreed to keep tabs on these petitions and extract email contact addresses for carol, for inclusion as ongoing potentially helpful supporters. She will keep all the finished originals sheets safe, herself too.***
- 11.0 Carol reported that she had received a **further number of supportive emails from village folk**, offering to help post the Questionnaire, if not come to

meetings. Also from a returned from hols Sarah Allwood of Community Impact Bucks; the meeting asked *Carol to approach Karen Groom, Chair of Ivinghoe Parish Council, to enquire if she would be prepared to join SOS Group Meetings.*

ANY OTHER BUSINESS:

12.0 *Carol will let Les and John have a copy of her draft Constitution.*

The meeting noted that Little Hampton School has been closed, and Bucks County Council has apparently tried to sell it – although the local villagers achieved a ‘stay of execution’; no knowledge is available as to the plan for the building.

(Jeanette Wallis to please liaise with Bob(printing) and Silvia(names) over allocation of street delivery and collection of the Questionnaire , by members of this working group.)

THERE WILL BE NO MEETING ON MONDAY BANK HOLIDAY!

13.0 Next Meeting: 5th September 2011 at 8.00pm, Rose & Crown, Ivinghoe

