



**SAVE OLD SCHOOL:
Group Meeting at 34, Wellcroft, Ivinghoe,
8th November 2012 at 8.00pm**

PRESENT: Carol Tarrant
Mike Custance
John Wallis
Bob Corn
Andrea Squires
Jane Custance

APOLOGIES: Alex Wynne
Karen Groom

Carol welcomed everyone to the meeting.

1.0 Lease and Sub-Leases:

- 1.1** Agreed that we need Trustee Insurance; Building Insurance; Public Liability Insurance – all before we sign the lease. John and Mike to liaise in arranging the appropriate cover, noting a ‘rebuild’ value of the building as £250,000.
- 1.2** Lease Documents to be sent to Andrea Squires, Springfield House, Orchard Way, Pitstone, Leighton Buzzard, LU7 9EU – initially email to asquires@wslaw.co.uk – lease signatories agreed as Carol Tarrant, John Wallis and Bob Corn on behalf of the Trust
- 1.3** Andrea suggested inserting the term ‘in a no worse condition’ at commencement of the lease, rather than accepting a full repairing obligation. She will take the matter up with Jackie Wesley of Bucks.C.C. and their legal department (*NOTE – Andrea later reported that Bucks.C.C. had refused to adopt this approach, but will likely agree to an early discussion re-the freehold of the building*). Bob will send the Group’s Constitution to Andrea, with the Bucks.C.C. prepared Schedule of Condition.
- 1.4** Noted that the lease is being prepared, and all being well should be signed at a meeting on 16th November 2012 at 9.30am, sealed by 20th November 2012 – Bob had agreed the meeting with Jackie Wesley earlier in the day (*NOTE – Andrea had later heard from Legal Department at Bucks.C.C. that the signing meeting may be delayed to later in the day of 16th November 2012 – she will confirm*).

2.0 Refurbishment Works, timing and Grant Funding: Mike had met with Bob and Carol on Sunday 4th November 2012 to discuss a broad scope of works, and will progress applications for AVDC Community Chest (up to £20,000 for electrics and sub-metering – in the context of the overall project, as generally this fund will only fund 50% of the cost of a project), noting that a draft should be submitted by 17th November 2012, before the final submission closing date of 7th December 2012; for Bucks Community Foundation (up to £5,000 for hot water systems and Public Liability Insurance – although we are aware that their average award has been around £1,750); and for AVDC Vital Villages (up to £5,000 – for roof, guttering chimney condition, and insulate and decorate high level ceilings), and we believe this again must be set in the context of the overall project, since we understand that they require funds to be separately available for 50% of the project). John and Mike will liaise re-the National Lottery ‘Awards for All’, since

we had been advised at the ‘funding open day’ that this particular fund is under-subscribed (funds for internal and external decoration, with special attention to windows and doors); Bob had been in touch with the Architectural Heritage Fund, who had passed on the request for help with Structural and M&E Consultants fees to a Bucks. Heritage Fund – no news as yet.

- 3.0 Check list from BIG Village Lottery award:** Carol tabled a checklist (everyone handed a copy) which had been attached to the offer, noting documents which are required to be lodged by 23rd November 2012: Letter re-offer (Carol to sign); Declaration Document (Carol and John to sign); the Group Constitution (Carol to sign); a copy of a twelve month financial cash projection, to include the Lottery Award (Bob, John and Alistair Owens to liaise); Bank Account details (form handed to John); a letter from the Bank confirming our Account and Status thereof (John to arrange); a copy of the Lease document (Bob to arrange).

All of these documents are required for 19th November 2012 so that that they may be lodged with the BIG Village Lottery by 23rd November 2012 – we shall meet on that 19th day.

- 4.0 NEXT MEETING:** Lease Signing Meeting Friday 16th November 2012 (currently set for 9.30am, but subject to confirmation); **Group Meeting - Monday 19th November 2012** – at 8.00pm – Rose & Crown, Ivinghoe

