



**SAVE OLD SCHOOL:
Group Meeting in the Rose & Crown, Ivinghoe,
19th November 2012 at 8.00pm**

PRESENT: Carol Tarrant
Mike Custance

John Wallis
Bob Corn

APOLOGIES: Jane Custance
Alex Wynne
Karen Groom

Margaret Holliday
Alistair Owens
Martin McCormack

Carol welcomed everyone to the meeting – noting that we have signed the lease for the building – lease sealed this day by Bucks.C.C. Carol had signed the required Landlord and Tenant Act 1954 Declaration at White Dalton Solicitors in Pitstone – keys are due for delivery to Carol on 20th November 2012 (Note – in fact, keys were delivered on 21st November 2012, when also Electricity and Gas Meter Readings were taken).

1.0 Check List for Lottery Application:

- 1.1 Copy of Offer Letter – tabled.
- 1.2 Signed Declaration – signed by Carol and John.
- 1.3 Copy of Constitution – signed by Carol and Bob.
- 1.4 Copy of latest Accounts/or Projection – Projection prepared by Alistair.
- 1.5 Bank Account Details – John presented.
- 1.6 5 Year Lease – 25 Year Lease had been received from Bucks.C.C.
- 1.7 Signed Letter from our Bank – John presented.

(Note - All of these documents were collated by Carol and posted Special Delivery on 20th November 2012 to the National Lottery – Bob had received tracking notice that they had been delivered to National Lottery on 21st November 2012 at approximately 7.30am.)

- 2.0 **Community Chest Funding Application:** Mike has lodged a Draft Application for Community Chest Funding, and has received an acknowledgement; final application is due in on 7th December 2012.
- 3.0 **Awards for All:** John is pursuing the Awards for All Application documentation – he and Bob will meet with decorators suggested by Mike.
- 4.0 **Public Liability Insurance:** Noted that John had completed Building Insurances, which includes Public Liability Insurance, with the NFU – this being a prerequisite of Lease Signature by Bucks.C.C.
- 5.0 **Tenants:** Carol and Bob had met with Flametree Community Ltd. and CuriosiTEA earlier in the day to talk through concerns which will be raised with the Sub-Leases; most matters will be covered by the Sub-Lease arrangements, but noted that we do need a meeting between ourselves, lawyer Andrea Squires and the two Tenants to talk things through more formally.

6.0 Other Funding: Mike will sort through Applications to Bucks. Community Foundation (we feel around £3,500 to cover Hot Water provision and Insurances), and Vital Villages (we feel around £5,000 to cover Roof and Gutter Maintenance and Chimney Inspection); Bob to liaise with a Structural Engineer and talk with the Bucks. Heritage people, re-cracking in the building. We felt that Services Consultancy was perhaps not required if that work could be specified as performance specifications.

7.0 NEXT MEETING: Monday 3rd December 2012 – at 8.00pm – at Rose & Crown, Ivinghoe.

