



**SAVE OLD SCHOOL:  
Group Meeting in the Rose & Crown, Ivinghoe,  
11<sup>th</sup> February 2013 at 8.00pm**



**PRESENT:** Carol Tarrant  
Mike Custance

Bob Corn  
John Wallis

**APOLOGIES:** Jane Custance, Karen Groom, Alex Wynne,  
Margaret Holliday, Les Laing

Carol opened the meeting – which will be brief - called specifically to progress Grant Applications and possible Builders to carry out refurbishment works, and to discuss progressing the Sub-Lease documentation.

**1.0 Previous Minutes:**

Agreed.

**2.0 Building Proposals:**

- 2.1** Bob tabled drawings IOSR.01 – 06 inclusive, with outline specification details, suggesting that these be the basis of seeking competitive tenders – the meeting agreed. Tenders to be invited 15<sup>th</sup> February 2013, with a view of tender submission date of 11<sup>th</sup> March 2013 – start on site 25<sup>th</sup> March 2013, to complete 17<sup>th</sup> June 2013, provided that an acceptable tender was received and funding was to hand.
- 2.2** The meeting agreed that we place an order with Vulcana Gas Appliances Ltd., for servicing the existing space heaters in due time, as their quotation dated 31<sup>st</sup> January 2013 in the sum of £470 plus VAT (total £564) – Bob to also enquire as to the possibility of the same company installing check meters on the heaters where appropriate, so that we can re-charge the new tenants.
- 2.3** The meeting agreed that we place an order with Roland Allen & Co.Ltd. for the supply and installation of kitchen fittings – as their quotation dated 8<sup>th</sup> February 2013 in the sum of £6,209.25p plus VAT (total £7,451.10p) – noting that the company were also interested in carrying out electrics for the whole building also, suspended ceiling in the kitchen, and kitchen tiling. Noted that Roland Allen & Co.Ltd. have pointed out that an upgraded three phase power supply would be required for the building to allow kitchen equipment as is planned – Bob will pursue a quotation and application with UK Power Networks – see the note:

**British Gas** – new meter installation: 0845-9555-820 Sarah Taylor – she says it will cost £120 including VAT, and will need 6 working days to arrange and install from application.

**UK Power Networks** – new power supply: 0845-234-0040 Charlotte Bale - she says it will probably cost £2,000 plus VAT (her standard figures suggest £2,400 but this is based on a London property – she feels it would be £2,000 for our location) - plus the cost of digging a trench within our property boundary (which she suggests would be from £55 plus VAT per metre – this figure might well be higher in our case, since we would be excavating through a hard surface). She reckoned 6 – 8 weeks for the work to complete from application, and

we should arrange the trench on our property.

- 2.4** Bob to notify the Health & Safety Executive of the proposed building works, and act as CDM Coordinator as required under Health & Safety legislation – he will lodge form F10 (the required means of notification) forthwith.

**3.0 Grant Funding progress:**

- 3.1** Noted that AVDC Community Chest have granted £19,500 – although cash has not yet been received; Mike was thanked heartily for his efforts in marshalling this grant through. Mike will ask if there are any specific conditions surrounding the grant – e.g. logo usage, amount of tenders required when seeking quotes, etc., as with the BIG Lottery award.
- 3.2** John has lodged applications with the Tudor Trust and with Awards for All – we await the outcome with bated breath!
- 3.3** Carol and Mike met with Liz Evans of the Vital Villages fund this morning – the panel will meet on 7<sup>th</sup> March 2013 to consider our application. Evidently a firm quotation for the Insulation Work (for which the funding is being sought) is required for presentation to the panel, and details of our match funding efforts are required – Carol and Mike will meet to develop these figures before their attendance at the panel, and Bob will endeavour to obtain the firm quotation since it would be part of the overall tendering figure.
- 3.4** Carol tabled information re-other funding bodies; Mike to pursue the ‘Galaxy Hot Chocolate’ fund – whilst it may only generate £300, it is worth having if we can get it! – and John will approach County Councillor/District Councillor Avril Davies to see if we can benefit from her allocation of cash (the Library had so benefited last year, and she had spoken favourably previously).
- 3.5** Bob and Carol will attend another Funding Forum in Aylesbury tomorrow – 12<sup>th</sup> February 2013.

- 4.0 Sub-Tenancies:** Liz Raba and Joley Roberts (Flametree Community Theatre), and Haley Wesley (CuriosiTEA), had met with Carol and Bob recently to discuss scope of work, sub-leases, etc. All are concerned as to the prospective occupation dates, and all are happy with the way things are shaping up (as outlined in item 2.0 above). The need for window blinds had been queried – this meeting felt that this should be a tenant’s expense if they need them – if we need them in Community spaces, then we should fund them later.

Liz agreed to pursue our web-site progression.

- 5.0 Brookmead School Space Requirement:** Liz Raba will progress discussion with the school since Flametree are already working with them, and any space which we might have would be subject to negotiation with Flametree, in any event.

- 6.0 NEXT MEETING:** 11<sup>th</sup> March 2013 at 8.00pm, Rose & Crown.

