



**IVINGHOE OLD SCHOOL COMMUNITY HUB:  
TRUSTEES MEETING held in the Old School, Ivinghoe,  
29<sup>th</sup> April 2014 at 7.30pm**



**PRESENT:** Carol Tarrant  
Russell Smith  
Bob Corn  
Karen Groom  
Mike Custance  
John Wallis  
Sylvia Simmonds  
Margaret Holiday

**APOLOGIES:** Hayley Wesley, Kate Mackie, Alex Wynne

Carol welcomed everyone to the meeting.

**1.0 Previous Minutes:**

1.1 Agreed as a true and accurate record.

**2.0 Spring Fair:**

- 2.1 Carol offered thanks to Trustees who generously gave raffle prizes for the 19th April Spring Fair;  
to Alex for her cakes and candles;  
to Sylvia, herself and Bob for their stall keeping on the cold day;  
to John for his number crunching;  
to Russell for his Table lending.
- 2.2 58 children took part in the Easter Egg Hunt – many thanks to Hayley for arranging clues and hiding them; also for her Guess the Number of Eggs game and general hard work for the event.
- 2.3 Children's centre gave 10 Easter Eggs towards prizes - we added to that with countless goodie bags, and chocolate cows so that everyone who completed took a prize away.
- 2.4 £420 approximately was earned for hub!

**3.0 Upcoming Events:**

- 3.1 Artists and Makers Fair (Sally Evans) - combined with Town Hall - we have community space booked 10th /11th May 2014. Assume that the table provision is adequate, since no request for more has been received; Bob is to open up at 8.00am on both days.
- 3.2 Children's Activity Day – next one 27th May 2014 for which we need volunteers please. Last one was on Tuesday 15th April when 20 children took part from 10.00am – 3.00pm making mostly Easter related, and St Georges Day, Arts and Crafts, and Cooking. It was a resounding success, making approximately £130 profit for the Hub - very popular demand - booking already for the next. We do need to be better covered for helpers, as it was really exhausting and over-stretched with just Hayley and Carol for the day, with one other helper for just three hours. Also the preparation takes a couple of full days to make examples and buy in materials. Sylvia offered to help on 27<sup>th</sup> May from 1.30pm – 3.00pm; Margaret hopes to be available.
- 3.3 Psychic Evening 6<sup>th</sup> June 2014; really very popular on the last occasion please book through Hayley in the Café – no volunteer help needed.
- 3.4 Church Fete Day 14<sup>th</sup> June 2014 - Hayley will serve the WI Cakes after finishing her own normal café business early; Community Space will be available for use as an extended café if weather is inclement; our planned Heritage Photographic Exhibition will be on walls, with Clipboards nearby to gain contributors. A meeting will be held on 12<sup>th</sup> May 2014 at 11.00am to

discuss the arrangements for the Exhibition, which it is hoped will lead to putting together a small book – please do come along to be involved.

- 3.5 The First Anniversary for the CuriosiTEA Rooms on 19th June 2014 – Hayley plans a party atmosphere on the day with a bouncy castle, candy floss and popcorn! Everyone congratulated Hayley on her hard work in making such a success of the Café, and supported the party atmosphere proposed!
- 3.6 Choir Rehearsal 21<sup>st</sup> June 2014 - Judith rehearsing the Beacon Choir of 40 people for the following day – no volunteer help required.
- 3.7 Hayley's next Pop-Up Restaurant 27<sup>th</sup> June 2014, on an English theme – please support the event if you are able.
- 3.8 WW1 local community display – a slowly building display, building on the World War 1 display put together for the recent, tremendous, 'Oh What a Lovely War' Concert by the Beacon Choir in the Church - personal memorabilia relating to WW1 and geographical relevant material relating to this area: this, we feel, should run from July up until 11th November 2014 - it would be great to have as many village responses as we can. Within the History project, Sylvia and Margaret have also put together some photographs on WW1 already, and we should get as much 'audience' participation as possible! These will be simple wall displays in the two community spaces that swell as the summer months build the interest. Judith Sheridan plans to add some poetry reading and singing over the Remembrance weekend in November, to happen within the Hub.
- 3.9 ANB Beds Society of Artists have asked if they could hire the whole Community Space over two weekends – 20<sup>th</sup> and 21<sup>st</sup> September 2014 and 27<sup>th</sup> and 28<sup>th</sup> September - for a hung exhibition. They desire to leave the work up in our Community Space over the week in between. The meeting confirmed that the ANB Society could hire space for the first weekend only, as we will have our own WW1 display running (we may be able to temporarily take our own display down), and we will have our normal week-time hirers. Bob to let the ANB Society know of our views.

#### **4.0 Feedback on Regular Bookings:**

- 4.1 The meeting noted the increasing number of bookings and thus increasing income – around £700 has been taken during April, £490 is currently projected for May (NOTE - as these minutes are being prepared, two further bookings have been taken for May), and £290 worth of bookings have been taken for June. Bookings for dates up to September 2014 have been taken. It is worth noting that these sorts of hiring figures are quite as good as, and perhaps in advance of, rental from a 2<sup>nd</sup> Tenant!
- 4.2 Generally, hirers like the Community Spaces, and the character of the Old School Building, and are always interested to hear of 'Community' character of the Hub's existence.
- 4.3 Two approaches for 'after-school' clubs have been made – one for 'reception' age school children, the second for older-age school children in a 'homework' club; one of the approaches has asked if we would consider reduced hire rates. The meeting welcomed these approaches, and await further information on the requirements; no reduction of hire rates could be entertained, and the proportion of hire within our own timetable must stay within some discussed limits – bearing in mind the Constitution requirement that no one hirer should dominate the hiring timetable.

## **5.0 Theatre in the Villages:**

- 5.1** Carol gave a brief outline of the scheme – administered by Aylesbury Vale District Council; they have a substantial list of performers – ranging from a Country Music Singer, ‘Time Travellers’, ‘Post-Shakespearian Actors, Classical Actors – offered as entertainment for all ages and family groups, child, family or adult. She and Bob had attended a ‘Promoters’ Evening, where some of the acts were show-cased – some of them really very enjoyable. There are evidently two alternative ways of funding such an evening – Scheme A is where AVDC hire and fund the Performer(s), and thus take the risk of any loss, but they also take the profit if we make any; Scheme B is where AVDC hire the Performer(s), but we would pay for the act entirely; we would take any profit which we would make on the evening – which could include a raffle, refreshments and other fund raising activities, besides simply charging for entry tickets.
- 5.2** Everyone agreed that we should investigate booking such an evening – probably taking the ‘Scheme A’ system if AVDC will allow – and a follow-up meeting should take place very soon, since AVDC need to know our needs by around the 25<sup>th</sup> May 2014. Bob will circulate information as soon as this follow-up meeting can be arranged.

## **6.0 Signage Required:**

- 6.1** Carol reported that we need to enquire, design, cost out and order appropriate signage for both the Hub and the Café at the perimeter fence by the road - to perhaps add to the already present wooden post at the corner of the fence, and replace that which exists on the building. Bob would seek Grant Funding if possible – he, Carol and Hayley to liaise and make suitable proposals.

## **7.0 Finance:**

- 7.1** John reported that we have £6,491 in hand, ‘profit’ for April being around £800; projected levels of income are of a reasonably good healthy level.
- 7.2** Discussion took place around the fabric of the building – particularly the roof – and this should be kept under review; Bob suggested that we should seek Grant Funding for such expenditure.
- 7.3** Discussion took place around the role of Treasurer – John has been excellent and really very supportive in the role since our group was formed, although he has stated his need to step back – he is quite happy to continue as a Trustee; John did indicate that he would like to carry on as Treasurer until we gain Registered Charity Status – he and Bob will work together in making application.

## **8.0 Landlord Visit:**

- 8.1** Carol reported that Robert Ellis and two of his colleagues from Bucks. County Council met with she, Bob, John and Alex in early April – initially taking coffee in the CuriosiTEA Rooms, ‘walking around’ the building and then in the IT Room. Mr.Ellis was very impressed with our achievements to date, and with the speed with which we have carried out the development work; all three of the visitors were pleased with the Community usage of the facility – a credit to all of us. Some discussion had taken place as regards our initially proposed 2<sup>nd</sup> Tenant – Mr.Ellis had been concerned that we were still financially viable; the issues had been fully explained to Mr.Ellis, were understood and agreed. John had been able to illustrate that our level of income is indeed viable (as can be seen in item 4.1 above!).

**8.2** Not discussed at this Trustees meeting, but as a point of information: The ‘locality’ representative of the visiting B.C.C. group suggested that there had been a change in the approach to Community Asset Transfer by the County Council – they were evidently now prepared to consider the transfer of the Freehold of property. This should be given further thought as our Community ‘project’ develops.

**9.0 Any Other Business:**

**9.1** A proposal to hold a ‘School Reunion’ was discussed, and enthusiastically supported – the onus being on Margaret, Sylvia and Karen to make necessary ‘Old School’ contacts; they will liaise with Carol in arranging such an event.

**10.0 NEXT MEETING:**

15<sup>th</sup> July 2014, 7.30pm Ivinghoe Old School

