



**IVINGHOE OLD SCHOOL COMMUNITY HUB:  
TRUSTEES MEETING held in the Old School, Ivinghoe:  
CuriosiTEA Rooms 27<sup>th</sup> January 2015 at 7.30pm**



**PRESENT:** Carol Tarrant  
Alex Wynne  
Hayley Wesley  
Margaret Holiday  
Karen Groom  
Cath Laidler  
Bob Corn  
John Wallis  
Sylvia Simmonds  
Richard Wade

**APOLOGIES:** Russell Smith, Lisa McCarthy, Kate Mackie

Carol welcomed everyone to the meeting – cold though the weather was!

**1.0 Previous Minutes:**

Agreed as a true and accurate record.

**2.0 Financial Update:**

- 2.1 John tabled a current financial statement – indicating just over £11,000 in funds – as attached, but note the inclusion within that sum of £500 reserved for the proposed History Book Project; a jolly good show all round!
- 2.2 Carol introduced Richard Wade who has offered to take on the role of Treasurer when John retires from Treasurership in April 2015.

**3.0 Day to Day Hub Running:**

- 3.1 Proposed Sign – Noted that AVDC have approved the Victorian Lamp-post Sign design – Bob now seeking quotations for the supply; also, the Parish have asked that the ‘clutter’ of banners and posters facing the High Street be removed when the sign is installed - this always having been the end-plan!
- 3.2 Bins – Hayley reported that the one large recycling bin is becoming problematic in the infrequency of emptying, also the bin-men damaged the wall and drain surround in their removing it to empty! Carol will enquire as to costs and emptying frequency for two smaller ones – this would enable bins to be pushed further into the bin store area, and if emptied frequently would be less of an environmental hazard.
- 3.3 Bob reported that the damage caused by the bin (item 3.2 above) to the drain surround in the bin store would be obviated if the surround was simply removed and the surface made good – he will carry out the work when risk of frost has passed.
- 3.4 Carol suggested that we use a Garden Refuse bin – noting that AVDC charge £38 per year for emptying these bins for domestic property – she will enquire of costs for the Hub; also, she suggested that we purchase a low storage bin for garden tools, pots, etc. – she tabled costs (around £100) for such a bin. We will proceed with both if costs are similar to the costs suggested, in better weather.
- 3.5 Booking Form – some changes to the Booking Form were suggested – clarifying cleaning obligations, type of event to be identified, parking needs, reduced cost of IT Suite Hire (£10 per hour, £75 per day); Bob to implement.
- 3.6 Village Diary – Hayley reported that she had been approached around two months ago by Avril Davies and Norma Leighton to hold a ‘Village Diary’ to help prevent clashes of activities in the villages; she is prepared to hold the diary, but cannot accept any responsibilities in making sure that clashes do not occur – simply she would hold the diary for others to inspect and make the entries. Various other methods were discussed and not one was simple. Nothing has happened since the initial approach – she will keep it under review.
- 3.7 Day to Day Hub running: Window cleaning – currently professionally cleaned externally – the meeting agreed that we extend the instruction to clean internally twice annually, although Hayley will arrange her own cleaning within her café; General Cleaning – Bob and Carol will continue to clean in a modest way, although

they could do with help after events; Toilet Cleaning can be problematic – Bob to fit locks as soon as is practicable, and if the use of them doesn't cause problems operationally to Hayley; Damp in walls – Bob to seek quotes for appropriate sealing treatment in better weather; Roof Maintenance – Bob to pursue the company who have offered to maintain the roof in exchange for advertising in and around the Hub.

#### **4.0 Forward Planning - Our Hub aspirations balanced by our voluntary capacity:**

- 4.1 Events arranged and coming up: Valentine's Day 14<sup>th</sup> February; Pancake Races 17<sup>th</sup> February; Hub Spring Market – 4<sup>th</sup> April; Table Top Sales – dates to be arranged; Children's Activity Days – dates to be arranged; Saints Days – as the Calendar!; Pop-Up Restaurant 20<sup>th</sup> March; Old Schools Re-Union – 30<sup>th</sup> May; Village Fete – 13<sup>th</sup> June; Ivinghoe Entertainments Summer Ball – 20<sup>th</sup> June; Bonfire Night – (say) 7<sup>th</sup> November; Hub Christmas Market – 20<sup>th</sup> November.
- 4.2 Voluntary Help pledged: Pancake Races – Karen, Hayley, Carol, Cath, Sylvia, Alex; Activity Days – to be identified when dates are firmed up; Saints Days – Paper Flowers, etc., voluntary help making these for Hub funds welcomed before the relevant days – e.g daffodils on St.David's Day; Old Schools Re-Union – Hayley to cater, Bob and Carol to assist with set up – Karen to arrange Lawn opening; Fete and Ivinghoe Entertainments' Functions – everyone promised relevant help if they were available – Sylvia knows that she isn't available on 20<sup>th</sup> June!
- 4.3 Spring Market 4<sup>th</sup> April – a special meeting will be held on 26<sup>th</sup> February at 1.00pm to discuss arrangements, who will man which stall, etc., etc.
- 4.4 Funding Fair, Aylesbury 24<sup>th</sup> February: Carol and Bob will attend with a view of seeking funds for the signage proposals, and for a PA system which is required for Public Meetings which are held in the Community Space – acoustics are poor when the large open space is full of seated people!

#### **5.0 Developing use of Community Spaces to extend our 'Wellbeing' remit:**

- 5.1 Trustees to consider how we might develop activities to support: Very Old (to combat isolation); 'Table-Top' Friendships; IT Teaching; Re-Unions of School Pupils, special favourite Film shows with refreshments, etc.; BCC led Community Activities (e.g. those being promoted by 'Prevention Matters'); General Middle-Aged Group needs. Carol noted that she had thought of promoting 'Drawing on the Right Side of the Brain' classes; Older Teenagers (any ideas as to how we should engage them? School buses flier?); Younger Teens (after school group, perhaps one hour, one day per week – we could promote film shows, now that we have been given a digital projector – although we need a lap-top computer and PA system); Junior Kids (messy days with Mums, 'flick and a bic' film and a biscuit on cushions?); Parents and Toddlers needs to be solicited.
- 5.2 Bob noted that he had been approached by Bucks CC – he thinks through the County Library – who were keen to find out more about our IT Suite; he had replied with details of our facilities, but had heard no more beyond appreciation of his emails – they evidently would like to generate IT Teaching but don't appear to have resources to fund it! We in the Hub have been approached by several older individuals to see what we can offer – Frances Booth has offered to give an hour or so on Wednesday mornings to teach as far as she is able; Bob to also approach 'Pastor Dave' in Pitstone who has been running IT classes at Pitstone Hall, but who is now apparently about (we think in June or July) to relocate to Birmingham, and might have some names.
- 5.3 Hayley has asked though the Facebook Page for ideas from the Community as to their preferences – folk have come back with suggestions for Quiz Nights, Marshall Arts, Children's First Aid, Gym, Drama, Bingo, Arts and Crafts, Photography, Yoga, Pilates, Toddler Group, Tai Chi, Slimming World! The meeting noted that a 'Metafit' group is starting on Tuesday evenings from 10<sup>th</sup> February; a Yoga class is re-starting on Thursday evenings from 29<sup>th</sup> January; a Pilates class is already running on Thursday mornings, and the class leader would like to run an over 60's class but hasn't yet had sufficient interest; a 'Singing with Helen' group for younger children runs on Wednesday mornings; also, a group of Mums are running their own Quiz

Night quite soon. We could put out a call for the other suggestions' popularity and possible leaders.

### **6.0 Ivinghoe Old School Book:**

- 6.1 Sylvia is to host a meeting in the IT Suite on Wednesday 18<sup>th</sup> March 2015 to progress the project – 11.30am – 12.30pm – all interested to attend; noted also that we should invite Les Laing and Moira Heggarty who have both been very instrumental in putting Ivinghoe's historical context together, and both were very much involved in the early support for securing the Old School for Community use.

### **7.0 Any Other Business:**

- 7.1 Bob noted that we should be investing in a PA system and a laptop to allow the successful holding of Public Meetings, Film shows, etc., and thought these two phenomena could be obtained for less than £1,000 – the meeting approved this, subject to funding, which might be obtained via the Funding Fair (item 4.4 above).
- 7.2 Noted that the floor boarding in the 'Piano' end of the Community Space has started to show signs of wear, where a previous woodworm infestation has caused the boards to splinter; Bob to seek advice and a quotation for replacing boards as necessary (note – Bob met with John Cutler after the meeting, John having been a respected local builder for many years; John advised that only a small portion of the floor boarding should be considered for replacement, since the vast percentage of it was structurally sound). Bob and Carol will carry out surface repair, pending replacement of any boards (this is now done, Wednesday 28<sup>th</sup> January 2015).
- 7.3 Hayley reported that she had been approached as to extending her opening hours – after 4.30pm, for at least one evening per week – this allowing any age group to use the café in an evening, answering some of the call for 'something for teenagers' - stressing that it would not be limited to teenagers. Hayley suggested that if she did open for the one evening per week, it would be until 9.00pm on a Thursday, but the proposal – if proceeded with - would be held firmly in review initially as a trial for several weeks.

### **8.0 Next Meetings:**

- 26<sup>th</sup> February 2015 at 1.00pm in CuriosiTEA Rooms (or IT Suite if busy) to discuss Spring Market arrangements;
- 18<sup>th</sup> March 2015 at 11.30am in IT Suite to progress the Ivinghoe Old School Book;
- 27<sup>th</sup> April 2015 at 7.30pm in CuriosiTEA Rooms – general Trustees Meeting.



