



**IVINGHOE OLD SCHOOL COMMUNITY HUB:
TRUSTEES MEETING held in the Old School, Ivinghoe:
IT Room, 24th January 2017 at 7.45pm**



Registered Charity Number 1165850

BPL Roofing Ltd.

PRESENT: Carol Tarrant Karen Groom
 Bob Corn John Wallis
 Sylvia Simmonds Anne Eastwood
 Claire Bamber

APOLOGIES: Richard Wade, Margaret Holiday, Gail Dodsworth

Carol welcomed everyone to the meeting.

Previous Minutes: Agreed as a true and accurate record.

1.0 Monies: Carol wished to record the Trustees' grateful thanks to Richard for his valuable contribution as Treasurer, as he has resigned due to his many other commitments - everyone supported the sentiment, Carol will send our thanks to Richard:

- 1.1 Treasurer's Report: As attached - Bank Balance £18,275, including the Heart of Bucks £4,000 Grant towards proposed 'Movers and Shakers' Group which is not yet in place.
- 1.2 Christmas Market Profit: £539
- 1.3 Turkey Game Receipts: £43 - and many thanks to Karen for her giving the Christmas Fare - Moira Heggarty's carer Carol won!

2.0 Marketing:

- 2.1 Carol has updated the local magazine Hub advert now not showing the Flametree group.
- 2.2 Carol has issued latest articles to the Ivinghoe Beacon and Pitstone Parish Post - she is approaching the Parish Magazine with the updated advert, and a suggestion of a regular article.

3.0 Building Works:

- 3.1 Damp Treatment and Gate Re-hang - all proceeding.
- 3.2 Black-out Blinds yet to be installed - Bob to progress.
- 3.3 Building Plaque - Carol to progress by mid-February.
- 3.4 External Paintwork - Bob to progress along with the Damp Treatment.
- 3.5 Pop-Up Kitchen - Bob to progress as soon as he can, in the sum of approximately £2,200.

4.0 Hub as a Community Asset:

Noted that the Parish Council has initiated nominating the Hub building as an 'Asset of Community Value' - the meeting unanimously agreed with the nomination; noted that this is in parallel with similar nominations for Ivinghoe Town Hall and the Rose and Crown Pub.

5.0 Trustee Initiatives:

- 5.1 Time Credits - Carol will pursue the fairly detailed application paperwork to 'give it a go!' Bob to assist, overseen by other Trustees.
- 5.2 Movers and Shakers - the scheme has so far stalled due to lack of action from Bucks County Council 'Prevention Matters' who are the sponsors for the scheme. Carol ran through her correspondence with the Locality Manager although nothing has yet happened; discussion took place but no further action is planned at this time - Anne suggested the possibility of one off events.
- 5.3 Theatre in the Villages - this had been investigated about two years ago, although no action had been achieved; Carol to investigate and perhaps progress.

6.0 Easter Market Prep:

- 6.1 Noted that Easter Saturday is 15th April 2017 - date for a meeting to be agreed in liaison with Hayley in CuriosiTEA Rooms, so that we can work together on these topics - alternatives during week commencing 27th February; Sylvia to initiate Stallholders Enquiries on 30th January.
- 6.2 Since the collapse of one of the large gazobo's just before the Christmas Market, a more substantial one will be investigated alongside sorting out the outside sheds.

7.0 Heritage Book:

Sylvia noted that a draft of the book is almost ready for circulation among Trustees for comment - she hopes that this could happen week commencing 30th January 2017 - the meeting agreed that a dedication to local historian Led Laing, recently deceased, should be included as a mark of respect and his contribution to the Ivinghoe Old School Community Hub project in its early days.

8.0 Any Other Business:

- 8.1 Storage, Spring Cleaning, Cleaning Out Sheds, etc. - Anne, Carol and Claire to coordinate - email contact to be established to arrange.
- 8.2 Air-Extract to Kitchen to be investigated and proposals made.
- 8.3 Urinals in Cafe Storage Area - to be removed and water supply/drainage capped off, to allow greater storage area - Bob to pursue.

9.0 Next Meetings:

Pre-Easter Market Meeting as item 6.0 above;
Ad-hoc meetings as necessary;
Trustees Meeting 3rd May 2017 at 2.00pm, IT Suite



Treasurer's Report

24th January, 2017

To: IOSCH Trustees

From: Claire Bamber

Revenue and surplus

Revenue for the nine months to end December 2016 was £10,043.

The surplus for the year to date (revenue less expenses) is £4,155 excluding the grant.

Expenses

Over the last nine months £9,888 has been spent. Most items were routine (utilities, consumables and regular maintenance including the dishwasher and alarm service). There was a charge of £240 for additional maintenance on the dishwasher bringing the total spent on it this year to £492.

Reserve

The reserve of £6,000 has been established. This represents approximately 6 months of revenue, excluding grants.

Bank and cash

The bank balance at 27th December 2016 was £18,275 including the Heart of Bucks grant of £4,000. Cash on hand was £84.