

Hunsonby Community Centre
Notes for committee meeting 4th May 2020

The Committee is unable to meet due to the Coronavirus lockdown so agreed to exchange emails and then record the results of the virtual meeting. These are the notes of the meeting which concluded on 4th May.

1. The last formal meeting took place on 7th October 2019 but there have been a number of informal meetings since then and the committee has kept updated via email. The minutes of this meeting were agreed.
2. All the actions listed in the last minutes have been completed.
3. Building work started on 28th October but stopped on 30th as asbestos was suspected in the roof of the old toilets block. This was confirmed to be asbestos and was removed by specialist contractors on 14/15th December. Work re-started as planned on 10th February 2020. Good progress was made despite the poor weather. A progress meeting was held on site on 2nd March. Work stopped on 24th March due to the Coronavirus lockdown. Paul Cartwright of FWP has been in contact with Gary Bowman. We are expecting work to restart on Monday 11th May.
4. Safeguarding Policy. This was circulated on 4th November and agreed by the Committee for adoption. Rachel agreed to be the named contact as she has a Level 4 Safeguarding certificate.
5. Hire agreement. This is with Rachel for final review in due course.
6. Website. We commissioned Jili Allen to produce branding and a new website at a cost of £1400. A first invoice covering branding and 80% of the website cost has been received. The website is now live www.hunsonbycommunitycentre.uk
7. Website. We have received an "How To" guide so we can update the website with progress reports etc. Fran has agreed to update initially. We have a 'contact us' email which can be remotely accessed and is also forwarded to Julie. There is still additional information to add such as room layouts and photos of the completed building. The main outstanding action is a booking system. We should do this when we are ready to go live as we can have a 3 month free trial.
8. AGM. We planned to hold the agm on 18th March but cancelled due to Coronavirus. We produced a report dated 6th March. We have agreed to post this report together with minutes of this meeting on the website. We can consider a public meeting at some stage in the future.
9. The accounts were produced by Becci and signed by Rachel and Bryan and submitted to the Charity Commission on 30th April.
10. Grant funding. We have made our first applications to the National Lottery Fund and have received payments. There are no outstanding claims. We have updated grant funders on progress. An application has been made to Eden District Council for support.
11. National Village Hall committee survey. We completed the questionnaire as requested by ACRE in April.
12. '2020 Project'. David Rackham had agreed to take photographs but then sold his house and had to step down. However, due to Coronavirus he is not able to move at present so he is hoping to take photos while we are in lockdown, respecting social distancing. In any event it will be nice to have a record of this very unusual year with the rainbow decorations etc. It may be difficult to fill in the paperwork until later, but it would be good to get the photos while people are at home. Can we all spread the word please so that people know what we are trying to do.

Bryan Gray 4th May 2020

