

**WEST NORTHUMBERLAND COMMUNITY BUILDINGS CONSORTIUM**  
*(A Self Help Group Run by Members for Members)*

**Minutes of the Management Committee Meeting held 6 November 2012 at the  
Riding Mill Millennium Hall.**

- 1 **Present**  
Mike Wood (Chair), Michael Elphick, Adrian Hinchcliffe, Norman Hooks, Pat Johnston, Liz Stewart, Keith Robson.
- 2 **Apologies for Absence**  
Margaret Weatherley
- 3 **Minutes of the Meeting Held 20 September 2012.**  
These were agreed as a correct record and signed by the Chair.
- 4 **Matters Arising from the Minutes**
  - (a) **Test Certificates.** Mike Wood reported that he has not yet re-ordered.
  - (b) **Expenses Claim Form –** An address block has been added and the form re-issued.
  - (c) **The Secretary** had not yet determined which new member had sent a cheque.
  - (d) **CAN.** The financial and staffing situation of CAN had been communicated in a recent CAN Newsletter.
- 5 **Portable Appliance Testing Scheme**  
It was thought that Melvyn Whatmough had completed his testing. Mike Wood is a little behind but is now making arrangements for Hexham Community Centre to be tested.
- 6 **The Northumberland Energy Club – Progress Report**  
A payment of commission of £59.06 had been notified from LSI for the July to September quarter. From this commission a payment of £11.06 was due to the North Northumberland Village Halls Consortium.  
A very complimentary letter had been received from the Treasurer of Mitford Village Hall.
- 7 **Web Site Operations**  
Michael Elphick reported a continuation of 800 to 900 page hits per month
- 8 **Membership Update**  
Nothing further to report. A request for the 2012/13 subscription will be made shortly.
- 9 **Treasurers Report**  
The Treasurer presented a statement of accounts for the year to 30 September 2012. This showed income of £2146.55, expenditure of £929.07 and a closing balance of £2,254.31. The statement had not been certified by an Independent Examiner. It was agreed that the statement should be presented at the Annual Meeting but subject to a check by an Independent Examiner. The Committee were happy for Margaret Weatherley to act as Independent Examiner if she is prepared to do so.  
  
The Treasurer made the Committee aware that PAT Testing fees were still outstanding for Acomb VH, Haltwhistle Leisure Centre and Featherstone VH.
- 10 **Any Other Business**
  - (a) **‘Love Northumberland’ Awards.**  
Pat Johnston suggested that it may be worthwhile applying for an award to recognise the service given to the community by the Consortium or some aspect of its service such as the PAT Testing Service. All agreed that this would be a good thing to investigate. Pat agreed to make further enquiries and establish the awards that can be sought.
  - (b) **Request from the County Council.**  
An email request had been received by the Chair and Secretary from Richard Powell of the County Council. It was asking for the cooperation of the Consortium in developing a

comprehensive list of all community facilities throughout Northumberland. Members saw no difficulty with this regarding the members of this consortium who are all listed on the web site. It was agreed that Mike Wood will respond to Richard.

(c) C4C Newsletter

The secretary drew attention to the voluminous Newsletter recently published by C4C.j

- 11 **Date of the Next Meeting**  
Tuesday 22 January 2013 at Newbrough Town Hall commencing at 9.30am. (Note a change of date from that agreed at the meeting)

Signed as a Correct record.....date.....