

Minutes of the Management Committee Meeting held 7 July 2011.

- 1 Present**
Mike Wood (Chair), Adrian Hinchcliffe, Liz Stewart.
- 2 Apologies for Absence**
Norman Hooks, Margaret Weatherley, Keith Robson, Pat Johnston, Michael Elphick, Louise Currie, Mel Hall.
- 3 Minutes of the Meeting Held 9 May 2011.**
These were agreed as a correct record and signed by the Chair.
- 4 Matters Arising from the Minutes**
 - (a) Legal Requirements Checklist. The Secretary to send the ACRE listing to Mike Wood.
 - (b) Insurance Document from Allied Westminster. Send a copy to Mike Wood.
- 5 Web Site Operations**
A report from Michael Elphick was considered and noted.
- 6 PAT Testing Scheme**
Training of the volunteers would take place on the afternoon of the meeting at Felton. It is understood that we have seven volunteers attending. There may be a need for one volunteer to step down from the original number. It appears that they may not be sufficient testing machines for all volunteers.
- 7 Treasurers Report and Membership Update**
All members have now renewed apart from the Haltwhistle Social Welfare Centre and Chollerton Benefice Churches and Community Centre. The total paid up is now 53. The Hearth Centre at Horsley has joined. It was noted that Capheaton and Cambo are in the North area of the County Council but Stannington is in the west.
- 8 The Northumberland Energy Club**
The Secretary reported on the presentation he had made to the North Northumberland Village Halls Consortium and he had circulated all Northumberland County Councillors with details of the Club. He understood from LSI that nine contracts were in the process of going through. Four of these were existing members of the Consortium and five are non members.
- 9 Survey of Hall Finance**
Mike Elphick had reported that no additional members had completed the questionnaire.
- 10 Spring General Meeting – Review**
The meeting was poorly attended but the talks were good and very appropriate. Use of badges had been good.
- 11 Further Benefits for Members**
The Secretary described some enquiries from members who needed the services of an Architect/Structural Engineer or a valuer. He was of the view that the Consortium should have a panel of Architects and Engineers. This was agreed and the Secretary would begin to compile such a panel.
- 12 Any Other Business**
 - (a) Electrical Safety
The Secretary gave a document to the Chair on Electrical Safety he had obtained from the NNVHC. The Chair to consider this for inclusion in the web site.

(b) Pads of Hire Agreements

It was noted that five members had requested pads of hire agreements. The Secretary should have then within two weeks and would send them to the Halls concerned. He would invoice the Halls and request the Treasurer to pay for the overall supply.

13 Date of the Autumn General Meeting and the AGM

Suggested that this is held on Wednesday 19 October 2011 commencing at 7.00pm. The Secretary was asked if he could arrange the meeting at Haydon Bridge. Suggested that a Management Committee Meeting to approve the accounts be held immediately before the AGM.

A query was raised on the Charity Commissions requirements for auditing or an 'independent check' of the accounts. The Secretary to ask Margaret Weatherley. Once this is verified a suitable 'auditor' will be sought, from within the Consortium if this is permissible.

14 Date of Next Meeting Tuesday 27 September 2011 at the Stocksfield Community Centre (SICA) (Richardson Room) commencing at 9.30am.

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