

**Minutes of the Management Committee Meeting held 9 May 2011.**

- 1 Present**  
Mike Wood (Chair), Michael Elphick, Adrian Hinchcliffe, Pat Johnston Keith Robson, Margaret Weatherley.
- 2 Apologies for Absence**  
Norman Hooks, Liz Stewart, Louise Currie, Mel Hall.
- 3 Minutes of the Meeting Held 22 March 2011.**  
These were agreed as a correct record and signed by the Chair. A minor error was noted that 'badgers' should read 'badges'.
- 4 Matters Arising from the Minutes**
  - (a) Malcolm Caisley.** The Secretary said he had written to Mrs Lilian Caisley expressing our condolences and gratitude for the work Malcolm had done for the Consortium.
  - (b) Legal Requirements Checklist.** No further progress.
  - (c) Safeguarding Policy – No further progress.** Members were of the opinion that this is better left until the new national arrangements are finalised.
- 5 Web Site Operations**  
Michael Elphick reported a steady use of the web site. There are between 50 and 100 visits per week. It was noted that only 22 members have completed their Hall details. It was agreed that the Secretary would remind the Members. Michael also said that very few had completed the Financial Survey. Again, a reminder would be issued.
- 6 PAT Testing Scheme**  
It was reported that things are now moving and a date is awaited for the training to take place. The training will be in Felton. In view of the travelling distances involved for the members it was agreed to pay a fee of 25p per mile for those using their own vehicles but there was an expectation that members would share transport wherever possible.  
We would attempt to give members an update on progress at the Spring Meeting.
- 7 Treasurers Report and Membership Update**  
The Treasurer had sent a report stating the bank balance to be £1,092.74. The Secretary reported a new member – Hexham Masonic Hall. Also, it was noted that twelve members had not paid their subscription for 2010/11. The Secretary would send them a polite reminder. There was discussion about some Halls that had not joined but it was agreed to leave follow up on these Halls until we have the PAT Testing Scheme running.
- 8 The Northumberland Energy Club**  
The Secretary gave an update on progress. He was not aware of the number of enquiries going to LSI (the following day LSI confirmed they had received four). The press release had produced some good publicity in the Hexham Courant and an article in the Newcastle Journal. A presentation was to be made at the Spring Meeting at Wark. The Secretary was also attending a meeting of the North Northumberland Village Halls Consortium to make a presentation. The indications are that they will adopt the scheme. The Secretary was authorised to offer the NNVHC 50% of the fees earned by them.  
  
It was agreed that the Secretary would produce a pack of information so that it could be handed to suitable businesses.
- 9 Survey of Hall Finance**  
It was agreed to urge members to complete the survey form on the web site so that we have some meaningful information to discuss at the Spring Meeting.

- 10 **Spring General Meeting – Final Arrangements**  
Name badges – Adrian to confirm the number of holders available. Mike to produce sticky labels. Committee members to have a pre-prepared badge by Mike. Mike to bring milk, Adrian Tea, coffee, sugar and biscuits.

The Secretary read out an email from Malcolm Newton who recommended two consultants who could speak on what we want. It was agreed to approach North Energy Associates.

11 **Any Other Business**

(a) **Discussion on hire Fees**

It was thought that members may benefit from a discussion on hire fees at a future Meeting. This would be raised at the Spring Meeting to sound people out. Variations in the fee for a hall being a polling station was noted.

(b) **Barley Hill Hall**

Noted that Barley Hill Hall is to be demolished.

(c) **Donation to Community Action Northumberland (CA-N)**

It was agreed to send a donation of £25 to CA-N as a contribution to their running costs. The Committee noted that the Consortium is still very dependent upon them.

(d) **Jane Hart**

It was noted that Jane Hart has retired from CA-N from the 31.03.11. Members recognised the considerable contribution that Jane had made to the Consortium. Mike Wood had attended a leaving party on 31.03.11 representing the Consortium.

(e) **Web Site Domain Name**

A fee of £7.90 had to be paid to secure the domain name for the next two years. Noted.

(f) **New Energy Share Fund by British Gas**

British Gas is making available a fund of £3m over the next years for schemes to develop and implement community renewable energy projects. It was agreed to send this information out to members.

(g) **Further Benefits for Members**

The Secretary referred to an earlier attempt to sign up a panel of companies for electrical work, especially installation testing, fire extinguisher testing and fire alarm testing. This initiative was deferred until the web site was up and running. The Secretary said he would now like to revisit this initiative.

The following principles were agreed.

- ⌚ **The Consortium would have a panel of companies who do this work.**
- ⌚ **We will not promote any specific one.**
- ⌚ **If they offer discounts Ok, but it is likely we cannot control that aspect and know that they are genuine.**
- ⌚ **We should encourage them to use the web-site to contact Members**
- ⌚ **In agreeing for them to go on the Panel we should be looking for some benefit from the company to the Consortium.**

- 12 **Date of Next Meeting Thursday 7 July 2011 at the Newton and Bywell Community Hall commencing at 9.30am.**

Thanks were expressed to Pat Johnston for the hospitality received.

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