

WEST NORTHUMBERLAND COMMUNITY BUILDINGS CONSORTIUM

MINUTES OF MANAGEMENT COMMITTEE MEETING HELD 12 JANUARY 2010 AT NEWBROUGH TOWN HALL

- 1 Present Mike Wood (Chair), Malcolm Caisley, Mike Elphick, Adrian Hinchcliffe, Norman Hooks, Pat Johnston, Keith Robson, Liz Stewart (Part),**
- 2 Apologies for Absence Pam Pryor.**
- 3 Co-option of Members to the Committee**
It was proposed and seconded that Pat Johnston and Pam Pryor be seconded to the Management Committee. This was unanimously agreed. Pat was welcomed to the meeting by the Chair.
- 4 Approval of the Minutes of the Meeting held on 20.10.09**
The minutes were approved and signed by the Chair.
- 5 Matters Arising from the Minutes**
 - (a) Discretionary Rates Relief**
The point was made that there is a need to continuously lobby County Councillors in view of the budget cuts that the Council is required to make. The Secretary agreed to contact the North Northumberland Village Hall Consortium for joint lobbying.
 - (b) Refuse Collection**
The issue here is that the Council are proposing to start charging for the collection of rubbish from Village and Community Halls. Again lobbying is necessary.
 - (c) Safeguarding Children's Policy**
A policy document had been received from Louise Currie along with links to an ACRE paper entitled 'Village Halls, Children and Young People'. This topic is to be the subject of a training course and details have already been circulated. There was a discussion on the need to have this type of document available to all members via a web-site. It was noted that Halls should have mention of the requirements of this policy in their hire agreements.
- 6 Review of the Annual General Meeting**
There were 15 Halls represented at the AGM which is just less than 33 percent. Perhaps having to hold the meeting in November discourages members to attend. The question was raised as to whether we should change our year end to 31 March so that the Annual Meeting would be in May or June. It was eventually agreed that we would ask the members for their views on this plus the format of the AGM.
- 7 Membership**
The Consortium now has 48 members following Whitfield Village Hall joining. Two other enquiries had been received.
Renewal of membership was due on 1.10.09 and was now urgent. It was agreed that the Secretary and the Treasurer would urgently work on a 'standing order form, with view to encouraging members to pay by that method. It was reported that two members had already paid their annual subscription.
- 8 Proposals for a new Web-site**
It was reported that Mike Wood, Adrian Hinchcliffe and Mike Elphick had been working on a new web-site to replace the free Rural Click version that the Consortium presently has. Mike Elphick reported on a prototype that he had compiled and Mike Wood and Adrian Hinchcliffe agreed that it was along the lines of what we need. A paper had been circulated with the agenda setting out the reasons why the Consortium needs a new web-site and the business case for it. Mike Elphick stated that the construction of the site could be achieved at low cost without the need to seek grants. It was agreed that the web-site should be a key part of the communications strategy for the Consortium and it would solve many of the problems of communicating with members. There was full agreement that the good work that had already been achieved should be carried on and thanks were expressed to Mike Elphick. In terms of

timescales Mike thought that it would take a few months to develop the web-site to the level of functionality needed.

9 Members Benefits Initiatives

No further action had been taken on additional members benefits but these would be picked up over the year. It was requested that Security Alarm Maintenance should be added to the list.

10 Charity Compliance

The Secretary drew the attention of members to the fact that the Consortium had not been registered as a charity. The reason for this is that the Charity Commission does not encourage small charities like the Consortium to register. However, the Consortium is a charity and has to comply with the requirements of the Charity Commission.

11 Next General Meeting

It was agreed that the next General Meeting will be held on Tuesday 12 May 2010 at the Stocksfield Institute commencing at 6.30pm for 7.00pm. The topics for discussion to be decided at the next Management Committee meeting.

12 Date and Location of the Next Meeting

The next meeting will be held on Tuesday 23 March 2010 commencing at 9.30am. Malcolm Caisley was to make an enquiry with Birtley Village Hall to determine whether the meeting could be held there. Failing that he was happy to offer Whitley Chapel Parish Hall. *Subsequently confirmed that the meeting will be held at Whitley Chapel Parish Hall.*

Thanks were expressed to Pat Johnston and Newbrough Town Hall for allowing the meeting to take place at the Hall.

Meeting ended 11.45am

Signed as a correct record of the meeting

Date