

- (a) Maintenance of Fire Alarms & Emergency Lighting
- (b) Maintenance of Fire extinguishers

- (c) Portable Appliance testing
- (d) Electrical Installation Testing
- (e) Electricity

Mike Wood made some tentative enquiries with some companies and they were keen to offer discounts especially if their workload could be zoned geographically. However, it was difficult to make progress without more knowledge on the existing arrangements of members. The Secretary had issued a questionnaire to members asking for this information but it would be a few weeks before this was received and analysed.

There was a discussion about the statutory requirements for the electrical testing of portable appliances and the electrical installations. It was clear that a precise requirement was needed so that we have a common understanding. Louise Currie offered to produce the appropriate specifications.

Action Louise Currie to produce the specifications and frequency for testing under (a), (b), (c) and (d) above. Louise has already passed information on (d) to the Secretary.

It was clear from the questionnaires that had been returned so far that a number of companies were carrying out the above work for Members. It was therefore agreed that the Consortiums approach would be to have a Panel of suppliers from which Members can obtain quotations. Hopefully, the Consortium will be able to achieved discounts for its members from the suppliers.

In the case of electricity Adrian Hinchcliffe had contacted a Utility Broker and had discussed the possibility of the Consortium having a bulk purchase contract for its members. This was possible and the Broker had describe how it would work. There were some complications regarding contract termination dates and it was likely that most members could only join a bulk purchase contract when their existing contracts expired. There was also the possibility that the contract prices may reflect the market conditions when the contract was taken out. More consideration needed to be given to this initiative and this would take place over the coming weeks. Also, the market would be searched to see if there are alternative brokers. Additionally an enquiry would be made with North Northumberland Village Halls Consortium to see whether there is a possibility of the two Consortia working together on this initiative.

7 **Web – Site**

Mike Wood said that he hoped to make more progress on the web-site in the coming weeks. Michael Elphick offered to set up a demo site if that would be helpful. The reason for continuing to utilise the ‘Rural Click’ web-site was that it had been offered on a ‘no charge’ basis.

8 **Treasurer’s Report**

Elizabeth reported total income of £370. A payment for £14.00 was to be made.

9 **Special General Meeting**

May was identified as a suitable month for the first Special General meeting. It was decided that the main talk should be Energy Efficiency in Village/Community Halls and the potential use of new renewable energy technologies. The talk would hopefully be given by Arthur Scott. Norman Hooks offered to contact Arthur Scott to determine his availability during May and to fix a date. Once we have a date a location can be fixed. Offers were made by Stocksfield SICA, Newton and Bywell Community Hall and possibly others. A central venue would be desirable. It was agreed that the organisation of the occasion would be left until the next meeting.

10 **Any Other Business**

(a) Enquiry for membership from a Community Hall in the village of Ryton.

It was agreed that the Constitution does not clearly define the area of coverage of the Consortium. Whilst Ryton was close to the Northumberland border other requests may be received so we ought to have a policy on this. It was suggested that we seek a view from David Francis.

(b) Independent Examiners

A member had requested information on the use of ‘Independent Examiners’ in the auditing of charity accounts where the turnover is over £10,000. Members put forward suggestions to use their Bank Manager or a willing volunteer who is qualified. A further suggestion was to write to ‘Volunteering Tynedale’ to see if they could identify a suitable person.

(c) Hallmark 1

Louise Currie said that CAN was now ready to start assessing Halls for the Hallmark 1 standard. She asked if the Consortium could encourage the Halls to make application for the standard.

(d) Community Action-Northumberland – representation at the Consortium meetings.

Jane Hart said that due to Shaun Hogg leaving CA-N there would not be a representative at the next meeting.

11 Next Meeting of the Management Committee

Was fixed for 3 March 2009 at Whitley Chapel Village Hall commencing at 9.30am

Thanks were expressed to Keith Robson and Michael Elphick for hosting the meeting at the Slaley Commemoration Hall and for their welcome hospitality.

Signed by

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