

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

**MINUTES OF THE ANNUAL GENERAL MEETING HELD 6TH NOVEMBER
2012 AT THE RIDING MILL MILLENNIUM HALL.**

- 1 Present**
Michael Elphick, Slaley CH; Pat Johnston, Newbrough TH; Adrian Hinchcliffe, Newton and Bywell CH; Norman Hooks, Stocksfield CC; Keith Robson, Slaley CH; Austin Iliffe, Whitley Chapel PH, Melanie Hall, Community Action - Northumberland; Liz Stewart, Greenhead VH; Robert Philipson, High Forest CA & Allenheads Trust; Anne Gregory Smith, Matfen VH; Mike Wood, Greenhead VH; Neville Gray, Ovingham RR; Alan Brewis; Pauline Wright, Heddon on the Wall WI; Elizabeth Thompson, Heddon on the Wall WI; Plus three other members.
- 2 Apologies for Absence**
Denis Peel, Wylam Institute; Bill Grigg, Acomb VH; Margaret Weatherley, Slaley CH; Jim Brown, Kirkwhelpington VH; Vicky Robson, Ponteland PH; Louise Currie, Community Action – Northumberland; Sue Moorhouse, Byrness VH; George Hepburn, Shepherd's Dene; Mike Barlow, Dalton VH; Diane Linett, Humshaugh VH; Valerie Bell, Haydon Bridge CC; Pam Pryor, Riding Mill VH.
- 3 Minutes of the AGM held 19.10.11**
The minutes were approved as a correct record.
- 4 Matters Arising from the Minutes**
None.
- 5 Annual Report for the Year to 30.09.12**
The report was presented by the Secretary with the aid of slides. It is to be circulated to members after the meeting. A copy is attached to the minutes.
The report noted the substantial support received from Community Action - Northumberland.

The meeting received the report.
- 6 Accounts for the Year to 30.09.11**
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. The Accounts were approved subject to the receipt of a report from the Independent Examiner.
The Treasurer answered a number of questions on the accounts.

The meeting received the accounts.
- 7 Election of Chairman**
Mike Wood was nominated, accepted the nomination and was unanimously elected.
- 8 Election of Secretary**
Adrian Hinchcliffe was nominated, accepted the nomination and was unanimously elected.
- 9 Election of Treasurer**
Liz Stewart was nominated, accepted the nomination and was unanimously elected.
- 10 Election of up to 12 Committee Members**
The following members were nominated. Keith Robson, Michael Elphick, Margaret Weatherly Norman Hooks and Pat Johnston. Those present accepted the nomination and the Secretary confirmed he was aware that those not present were willing to stand. All five nominations were elected.

The Secretary appealed to the meeting to find additional people from their organisations that would stand on the Management Committee. There are seven vacancies. The obligation is to attend about six meetings each year which are all held during daytime on weekdays.

11 Health and Safety Policy.

A Health and Safety document prepared by the Secretary and endorsed by the Management Committee had been circulated to all members. The Secretary gave a presentation of the document including the proposed model policy.

It was recommended that all members should have a policy.

12 Risk Assessment

Following on the presentation and discussion on Health and Safety Liz Stewart gave a short talk on risk assessment which is an important part of having a policy. Liz involved members in a short practical exercise which illustrated that risk assessment is the application of common sense rather than a complicated process.

13 Rainwater Recycling

The Newton and Bywell Community Hall when built in 2006/7 incorporated a rainwater recycling scheme. The objective was to use rainwater, rather than fresh water, to flush the toilets.

Adrian Hinchcliffe, Secretary of the Newton and Bywell Community Hall gave a short talk on the experience of using the scheme and especially the pitfalls that have come to light during the first five years of use.

The presentation concluded that, after a pump failure which would cost circa £350 to replace, the system had been disconnected and mothballed and the toilets were now being flushed with fresh water.

14 Parking Racks for Bikes

A member drew attention to a County Council scheme for installing bike racks at village halls. It was said that Alan Elliott at the County Council was the responsible officer.

15 Electric Vehicle Charging Points

The meeting was also made aware that it is possible to get electric vehicle charging points installed outside village halls. One member pointed out that where one is installed there is a £50 service charge per annum.

16 Energy Conservation Schemes

A member asked if the Consortium was aware of any energy conservation schemes like the one that is available to domestic properties for the installation of insulation. No one was aware of any such schemes.

17 Close of the Meeting

In closing the meeting Mike Wood expressed thanks to all those who had attended and to Riding Mill Village Hall for hosting the event.

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