

PAPWORTH EVERARD PARISH COUNCIL

Minutes of the meeting of the Village Hall Committee held on Wednesday 7th May 2014 at 19.00 in the Parish Council meeting room at Upper Pendrill court

Present: Chris Meakin, Chairman (CM), Bob Baker (BB), Chris Howlett (CH), Paul Hicks (PH), Barry Hume(BH)

In attendance: Sam and Amy Worboys, Gomito Productions, Rob Murray, Swavesey College
Tess Rogers, clerk

1 Apologies for absence

Paul Phillips

2 Declaration of pecuniary interests

None declared

3 To confirm and approve the minutes of the meeting held on the 2nd April 2014.

Further wording was added at 4 iii to say that 'any policies relating to employment at the village hall will be dealt with by the parish council's HR committee' following which it was resolved to accept the minutes as a true record of the meeting.

4 Further discussions required regarding the setting up of a committee to run the hall.

It was decided to approach the Varrier Jones Foundation regarding the legalities involved should the hall be run as a charitable trust and secondly to investigate companies that would manage the hall on the parish council's behalf. The clerk will contact the

5 To consider the latest position regarding the proposal/quotation for the supply of a stage lighting/curtaining system.

A quote for the above had been received from Camstage. This was discussed and taken away by the Warboys for a professional opinion from a contact of theirs. The Warboys and Rob Murray made other professional suggestions regarding productions that may take place in the hall to include the use of the floor space as a stage area. This would involve a different lighting set up than quoted for. It was also mentioned that many entertainers bring their own lighting set up to performances. The committee thanked the visitors for attending the meeting. They will return any further information, they are able to obtain, to the committee and all three expressed an interest in being further involved with the hall project.

6 To receive advice/information from community members present.

In addition to 5 above the Warboys suggested using tiered seating which would aid vision for any floor shows and suggested approaching the Arts Council for grant funding towards the stage set up.

7 To consider matters carried forward from the previous meeting.

- i) Have hand dryers been included in the tender?
The clerk will contact Tim Harwood at the Bremner partnership for this information.
- ii) List of required items
The clerk had circulated a skeleton list which will be added to as needed
- iii) Necessary policies
Advice received from Cambs ACRE regarding initial policies to have in force:
 - a) Finance policy
 - b) Reserves policy
 - c) Equal opportunities policy
 - d) Vulnerable peoples policy

iv) Opening event

Little more was said regarding this other than further mentioning the three different styles of events to encompass the whole community.

The clerk has contacted the Lord Lieutenant's office to enquire if a member of royalty might be available to open the hall and is awaiting a reply.

8 Matters for future consideration.

CM will contact KJ Tait with regard to votac panels being placed on any part of the hall roofing.

Close of meeting

The meeting was closed at 20.50