

**NOTES OF LITTLE EATON VILLAGE HALL BUILDING MEETING HELD ON  
12 OCTOBER 2009 AT THE OAP HALL, LITTLE EATON.**

**PRESENT:** Simon Downing, Chairman. Brian Adams, John Easter, Allan Carter, Howard Parkin, Project Manager. Ray Ford, Ian Shaw, Susan Tulloch, Andrew Martin, Tim Phillipson, Susan Carter.

Doreen Roach [Parish Clerk].

**121009.01 Apologies** - Barbara Adams, Tom Parr

**121009.02 Declaration of Interests** – None

**121009.03 Correspondence** – Simon Downing reported that permission had now been received from the BLF to proceed on site, and the grant is now available to be drawn upon. Only building regulations approval is outstanding. A second claim for staged payment is now due from Radleigh. The clerk reported that she has received the first donation which was from Little Eaton Players, also that the first claim for VAT refund has been made.

**121009.04 Progress of the Project** - Howard Parkin reported that the project is on time and to date. Concrete pouring for the foundations has started today, rear foundations are being laid first to enable the road access to the new car park to be reinstated as soon as possible. Final construction drawings have now been released and will be available for viewing and discussion. Building regulations are due for approval this week, there are 14 items being queried, but 12 of these should be resolved by a site visit by the inspector on 14th October. John Easter asked Howard Parkin to make sure works carried out in an adjacent garden did not affect realignment of the car park.

**121009.05 Fixtures and Fittings** - Howard Parkin has arranged for a number of members of the committee to visit M&S in Swadlincote on 19 October to look at chairs, meet at the Queens Head at 6:20pm. Three phase electricity has now been installed, but not yet switched on. There is a small budget allowed for finishing extras i.e. curtains.

**121009.06 Pavilion Refurbishment** - Simon Downing reported that an inspection of the Pavilion had taken place and surveyors have measured up the rooms ready for the improvements being made to bring up to the standard of the new village hall. John Easter said the showers will be heated by the new system being installed.

Ray Ford asked about the Audio system, Howard Parking has a quote from Blue Bear Audio and is working with the company to get exactly what is required and agree a cost, a meeting is to be arranged with the drama group to discuss what would be appropriate for them. An asbestos survey will be carried out on the existing pavilion.

**121009.07 Hall Management Committee** – Simon Downing stated that he spoken to Helena Stubbs from Rural Action Derbyshire, who outlined that they do not provide field visits, but she had supplied copies of Model Rules for Village Halls and Model Hiring Conditions for Village Halls and would supply other information she thought would help us.

It was agreed that the next meeting be held at Hulland Ward Village Hall where the management committee there work in the same format that is being proposed for our hall.

**121009.08 Items for the Next Agenda –**

- I. Licensing (clerk to contact licensing office EBC to attend meeting).
- II. Kitchen.
- III. Car park bank, disabled access ramp.

**121009.09 Any other business** – John Easter stated that the temporary scaffold steps erected to get into the pavilion were rather steep and asked if the builders could adjust them. John Easter hoped that the temporary diversion to the park footpath could be re-instated by using turf rather than being re-seeded to make sure that the surface is usable for next season. (Howard Parkin to contact Raleigh on both items)

**121009.10 Date of next meeting** - Monday 26 October 7:00pm, Hulland Ward Village Hall.

There being no other business, the Chairman closed the meeting at 7.52pm

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