

CORNHILL COMMUNITY ACTION

Minutes of meeting on Wednesday 1st March at 18.00, Village Hall

- 1. Trustees Present:** Chrissy Caley
Elizabeth Devon
Martin Devon
Maggie Read
David Richmond
- visitor:** Mark Crouch, chair Village Hall committee
- apologies:** William Carrington
Anne Legge
Steve Wright

2. Minutes of the meeting on 9th January were agreed and will be signed digitally.

3. Matters arising, not on the agenda

Item 3 referring to Item 6 from the minutes of 26th October, Social media. Elizabeth has written to Oliver asking if he has time to continue as our publicity trustee. She has not heard from him so it must be assumed that he no longer has time. It is therefore presumed that he will not wish to be re-elected as a trustee at the AGM to be held in May.

Item 3 referring to a.o.b. from minutes 26th October, Wasps' nest above Unit 5 - Martin investigated the loft space above Unit 5. There was no sign of a wasps' nest.

4. Accounts

Currently we have £5094.99 in the account but we now have a lot of bills to pay - builder, electricians, plumbers, decorators.

5. Funding

We are hoping for more funding from the Community Foundation, Garfield Weston and Rank Organisation Pebble Grant. We have been promised a further £4,000 from NCC's Community Chest. William Leech declined to sponsor us.

Martin reported that we shall need £20,000 for completion; we have £20,000 expected. However, the boiler cannot be ordered until some more grant money arrives. The boiler is on 6-8 weeks delivery. The only option is for the tenants to use their own heaters for the time being.

6. Progress report

Martin reported that progress since the last meeting has been very good:

- Electricity nearly complete
- Plumbing - finished
- Water connection - happening
- Building work - nearly finished
- Decorator - starting this week
- Fire extinguishers/First aid kit - David has purchased fire extinguishers for each unit and a fire blanket for the kitchen. He has also organised a first-aid kit which is stored in the CPC cupboard at the moment
- Two external signs have been organised by Maggie. She asked that removal of the old NCC sign could be organised.

Steve, we need to know the progress with NCC about an official sign from the main road?

- Chrissy contacted NCC about refuse collection. we shall have two bins initially, one domestic and one recycling which will be collected fortnightly starting on April 3rd.
- The address has been registered and a letter box has arrived and will be fitted soon.

A volunteer clear-up with the Village Green group has been organised for March 11th. It is hoped that the paths around the building and the car park area will be much improved. It is hoped that the old NCC sign can be removed at this time too.

7. Tenants

Maggie reported that five of the 6 units are now let to a total of 7 businesses. The five leases have been signed.

Unit 1 kitchen: left for the time being until we can find someone to run a coffee shop/bakery/catering business;

Unit 2: nearly ready to open;

Unit 3: nearly ready to open;

Unit 4: opening in April

Unit 5: decorating starting next week, carpets to be cleaned, then ready;

Unit 6: decorating to start soon, carpets laid, then ready.

Hall cupboard: let as a storage unit

Hall community space: as soon as funds allow, some tables and chairs plus couches will be organised.

Manager's rôle: As previously agreed, as soon as the Centre is open and the businesses have started, Maggie will take this on and will deal with day to day queries. She will record the number of hours spent and will charge CCA accordingly.

8. Publicity

In the absence of a publicity trustee, Maggie has taken on this rôle as well as being the tenants' representative. It was decided that the CT Centre itself did not need extra publicity except for public events held there, e.g. Summer Fair in July. It is hoped that everyone will help with this publicity. The individual tenants will be responsible for their own advertising.

Maggie very kindly offered to use her sublimation printer to make any **metal signs** we need in the building. She can make up to A4 size.

9. a.o.b.

(1) **Parking** - Maggie raised the problem of an occasion when both herself and the pilates teacher hold classes at the same time. There could be more cars than spaces available. It was agreed that the tenants could park on the tarmac around the building on those occasions.

(2) **Disabled access** - disabled people will have to park around the building in order to easily access Units 2, 3 and 4. Concern was raised about access through the front door. The inner doors have to be kept shut so it is not easy for a disabled person in a wheelchair without a helper to get into the building that way.

10 Date of next meeting (AGM) - week of 22nd May, possibly Wednesday 24th. It's important that all trustees should be present if at all possible. According to the Constitution both David and Oliver will be eligible for re-election.