

## **New Village Hall Project Group Meeting**

**Friday, 2nd December 2022**

*Venue: All Saints Church by kind permission of the PCC*

### **Minutes**

**Present:** *Village Hall Committee:* George Brett-Reynolds (Chair), Margaret Brett Reynolds, David Skinner, Julie Piggott. *Hall Project Advisory Board:* Sophie Trend (co-ordinator), Graham Polson, John Harrison, Lindy Green, Tim Green, Susie Freeman, Graham Able, Paul Brown, Carol Brown, Sarah Hiner, Tina Guillory

**Apologies:** *Village Hall Committee:* Barbara Clark *Advisory Board:* Sue Harrison, Julie Dyson, Suki Polson, Susan Neil, Tony Green, Tom Mitcheson, Mary Able

**Minutes & matters arising:** The minutes of the last meeting (dated 10.11.22), previously circulated, were agreed and signed by the Chair. Graham P. reported that, after some delay, the contract should arrive imminently\* with an agreed start date of January 4, 2023 and an expected completion date of August 28, 2023. George BR reiterated that, once signed, there could be no further changes to the agreed plan.

The transfer of land from the Holkham Estate is still underway, with delays now caused by provision of evidence of ownership.

**Building update:** After a presentation on options by Graham P. and extensive group discussion, all present agreed on the following flooring:

- Main hall: Harvest oak (no. 9876)
- Kitchen: Citrine (no. 7384)
- Entrance hall: Coral brush (5714)
- Toilets: vinyl (instead of tiles) cost tbc.

£8,500 full fitted, excluding toilets with guarantee of no cost uplift if ordered immediately through Grocott & Murfit to exclude VAT cost. The meeting thanked the Project Management team for the excellent research on flooring types.

**Kitchen plan:** Further to consultation with kitchen fitters, refinements to the original plan include a recommendation for stainless steel for commercial use, hand washing sink to be moved so pipework doesn't conflict with underfloor heating. Quotes obtained from Nisbets (£8,102, flat pack) and Anglia (£10,800, made to measure, including upstands and food scrape bin in sink configuration). The Project Group agreed to the amended layout and to Anglia as the preferred choice of fitter. Thanks to Graham P. for his work in securing advice & quotes.

**Fundraising update:** Sophie T. updated the meeting on application to Lottery for funding shortfall. In a zoom meeting, Heidi Haxeltine, Lottery Fund representative, explained the required assessment timeline was 9-12 months prior to contact signing. Application to be revised, and resubmitted potentially for initial revenue costs and / or fixtures and fittings. A wishlist of kitchen equipment has been submitted to the Co-op, as requested, for funding consideration. Further funding possibilities to be investigated.

**Date of next meeting:** Friday 24 Feb 2023 10.30am. All Saints Church. Rick Jones QS to attend.

**The meeting closed at 12.15pm**

\* **NB.** The contract was received & signed by George BR and Graham P. on 5.12.22