

**New Village Hall Sub Committee Meeting Thursday 1st February 2024
6.30pm Partridge Green Village Hall Committee Room**

MINUTES

6.30pm

1. **Attendance:** Peter Johnstone; Cllr Justin Reynolds (Chair); Cllr Nick Hirst
David Green; Brian Walton; Louise Shaw, Clerk.

Apologies: Not received for this meeting.

2. **Minutes from 5th October Meeting for approval or amendment.** The Committee approved the minutes.

3. Review of Actions from Last Meeting

3.1 JB and DG to apply for registration of the title.

Cllr JR mentioned that Amanda Shaw the local conveyancer officer had submitted the application and informed the council that there is an 18 months backlog. The sub-committee will be updated as soon as there is something to report back. **NOTED, ACTION COMPLETE.**

4. Parish Council Requirements for a New/Refurbished Village Hall

The Parish Council were posed the above question and a summary of their requirements is as follows: PJ and Cllr JR spoke within the meeting and discussed some of the point raised within the questionee. Cllr JR confirmed that the council will need an office space as well as storage space and an area to allow drop-in sessions with residents. There were also discussions around having space for a kitchenette and having a meeting/committee room. PJ confirmed that there are three main contributors to the new village hall, Partridge Green Players, the Parish Council and the pre-school. PJ went on to mention about the representation from the parish council onto the Village Hall CIO following a member standing down this week. Cllr JR requested that this item be placed on the next Full Council agenda for discussion and appointment. Cllr JR suggested placing **VHCIO Trustee replacements on the next full council agenda for the 15th February.**

5. Questionnaire Consultation: And establishments of the Village Hall CIO.

Cllr JR and PJ discussed the AirS payments and confirmed that all invoices that have been issued to date are paid in full. PJ confirmed that the transfer document is ready to be signed and will be doing so on Tuesday 6th February 24. PJ has confirmed that there will be two signatures.

6. Steering group: To discuss

PJ discussed the need for a steering group for the New Village Hall. From the recent consultation, approx.. 10% of the community responded to the consultation which equated to 24.5% of households. The reports had not been circulated to the other members of the meeting. Cllr JR shared the report in the meeting and it was discussed that the members would have enough time to go through the report ahead of the next meeting. Over 50% of the responses offered to help on a steering group plus 2 Cllrs. PJ informed the members that



the steering group would need to do a feasibility study ahead of any other action. The Clerk reminded the members that the new group will need Terms of References.

7. Action points for next meeting.

- To discuss if the NVH sub-committee needs any additional services from AirS.
- To agree the report for public distribution following the completion of the community survey.
- To discuss the Steering Group requirements and Terms of Reference.

8. Date of next meeting 7th March 2024 starting at 6.30pm in the Sub-Committee Room Partridge Green Village Hall

Meeting closed at 19.17pm

Signed: _____ Signed 7/3/24

Dated: _____