

Present: Grahame Leach (GL)
 Peter Edwards (PE)
 Lyndy Pullan (LP)
 Raine Thompson (RT)
 Shona Wakefield (SW)
 Stephen Bowring (SB)
 David Henrick (DH)

GL opened the meeting and welcomed the seven people attending - a draft agenda was distributed.

GL presented invoices for EGM Hire of Hall and photocopying - approved. RT to ACTION

Election of Officers:

Proposed by SW seconded by DH that GL is Chairman carried

Proposed LP seconded SW - that DH is Secretary carried

ACTION DH - to distribute EGM minutes by 17 Feb 15

Proposed PE seconded DH - RT remains as Treasurer carried

SB was co-opted onto the Committee - and asked if he had voting rights

After brief discussion the Committee voted in favour of SB having voting rights.

GL provided some background information on the Village Hall. From the time that the old hall was sold to the various options that had been discussed more recently.

DH ACTION to distribute document created by Mark Heath on 7 January 2010

The Committee want a formal request to be presented to the previous Chairman and any other members of the Council for all documents to be passed over to the present Committee. GL to ACTION

GL stated that he is currently the Parish Council representative on the Village Hall Committee.

The Committee promise to publish minutes of their meetings on the Spaldwick Website. GL & DH ACTION

GL ACTION to contact Paul Bland at Huntingdon District Council

After some discussion following a suggestion by LP it was decided to use a phased approach to the Village Hall Project:

Proposed Phases

- 1 **Review** - use all contacts to seek out information on the Village Hall
Use the website to ask for information **to be completed by Easter 2015**

ACTION ALL to contact anyone they think may have some relevant information and pass to GL

- If the amount of information becomes too much GL is to seek assistance from the Committee

- 2 **Stakeholder Engagement** **to be completed by 1 September 2015**

- 3 **Feasibility**
Look at other Village Hall projects
New Build
Use Church
No build
Grants
School

- 4 **Business Plan**
Finances

- 5 **Delivery**
Scope
Plans
Build
Maintenance

A copy of the original Trust Deed document is to be re-written and published on the Spaldwick web site.

GL to ACTION

The Committee then discussed Terms of Reference and concluded:

WE WILL

- Communicate with the Parish Council through GL
- Answer queries from Village Residents
- Consider all information that is presented
- Engage with Stakeholders

WE WILL NOT

- Hide anything
- Proceed without consultation

The next meeting is planned for 3 March 2015 at 8.00 pm at The George

GL closed the meeting at 9.25 pm