

**Minutes of the Meeting of the Dersingham Centre Committee held on Tuesday 4 October 2016 at Rear Hall, Church Hall at 7.00pm.**

**Committee Present:** Cllr S Payne, Cllr B Hopkins, Cllr C Davey, Cllr I Broughton, Cllr C Hipkin, Mr B Judd & Mr Wheeler.

**In attendance:** Sarah Bristow (Clerk), Steve Sharp, Sarah Barker-Willis & David Collingham

**50 Apologies for absence**

**It was resolved to accept apologies from Cllr Wright.**

**51 Declarations of interest**

No declarations received.

**52 Minutes of meeting held on 6 September 2016**

**It was resolved for the minutes to be signed by the Chair as a true record after the following amendment Cllr C Hipkin was present.**

**53. Matters Arising**

A totalizer is not up in the office as yet. **It was resolved for Steve Sharp to print a poster.**

Cllr Payne advised that she had spoken to Simon Hickling at Sandringham regarding the Diocese agreement and they believe it is with Birketts. **It was resolved for the Clerk to speak with Birketts over this.**

**It was resolved to open the meeting to allow Mr Collingham to address the meeting.**

**54. Update from Dersingham Centre Association**

Mr Collingham advised that they had just undertaken their first fund raising event an evening with Mr J Cushing. Mr Collingham said that he was disappointed that it was not supported by Parishioners. Mr Collingham said that it was advertised a month in advance and had good write ups. The question of could it have been advertised more. Mr Collingham said that there is a fine line and if more advertising had been paid for, would it have necessarily brought in more people. Mr Collingham said that it was support by people outside the village and made nearly £300 but should have been more. Mr Collingham said that to try to appeal to Parishioners he felt that events needed to be more homely and cover all walks of village life. Cinema is well attended and working well. The next fund raising is hopefully going to be a fashion show in November with Allez Chic, also in November there will be a special cinema of Jungle Book with a hot supper. There has to be co-ordination with the Church Events so as not competing. The new projection equipment has been received. Mr Judd thanked Mr Collingham for all his hardwork and also the others who helped.

Cllr Payne advised that the Phobbies Group are having a special film in December and paying for the licence etc so the equipment is already helping other groups.

Cllr Hipkin agreed to organise a Golf Day for the Association.

**55 Big Lottery Stage 3 Application- Progress**

Cllr Payne explained that the business plan is achieved but not polished. **It was resolved for the authors involved to check their work.** The draft has been sent to the Big Lottery for review and Cllr Payne is waiting for any comments to be received back. A balance sheet was needed. **It was resolved for the Clerk to forward to Cllr Payne and Mr Wheeler.** Some

work is needed regarding the Capital Project Report, with Section 10 re Architectural Designers. Mr Wheeler advised that the format needs to be the same throughout. Cllr Davey agreed to send format to Atelier.

**56. Lottery Development Grant.**

Cllr Payne advised that the Council should put in the claim for the Lottery Development Grant a.s.a.p. **It was resolved for the Clerk to ring the Big Lottery and get advice on claiming.**

**57. Land Agreement/Solicitors Advice**

The Clerk went through the quotes and the advice already received. **It was resolved for the Clerk to appoint Andrew Carrier of Frazer Dawbarns.**

**58 Planning Application**

Mr Sharp advised that planning permission had all been approved; there were some conditions that would need to be met. Mr Sharp said that a Written Scheme of Investigation had been asked for which is rare. The R & D survey has already been completed; others are awaited. Mr Sharp also was not aware at this present time what the cost was to discharge a condition, but would find out.

**59. Council Needs to Confirm**

- a) TV – CCTV
- b) Data Positions

**It was resolved that TV-CCTV would be needed, and as many data positions as possible.** Mrs Barker-Willis asked about the kitchen and what was going to be kept. Discussion followed and Mr Wheeler advised what was owned by who, would it need to be kept. **It was resolved to start from scratch on the kitchen and provide as much storage as possible with small provision for groups to keep some foodstuffs and specific items, though it was hoped that everyone would make use of and share equipment, crockery, utensils etc.** Mr Sharp showed a sample of the proposed wood flooring. **It was resolved for the wood to be used in the main hall and hub and carpet in the meeting room and office.**

**60. Car Park**

Cllr Payne advised that there had recently been a problem with the Bowls Club telling people attending an event at the hall that they could not park on the Bowls Club side of the Car Park. Parking could be maximised by marking out bays as much as 30% extra could be achieved. Cllr Payne advised that Mr O'Lone supports use of the land up to the drain, but advised that there is no money at this present time to undertake further work to this area. Mr Stanton is concerned that problems will be caused to the tenants of St Nicholas Court. Cllr Payne advised that it would need to be dealt with for the future. **It was resolved for a meeting to be arranged with Mr O'Lone, Mr Stanton and the Council to agree a way forward for extra car parking.** Mr Wheeler advised that Bowls Club meetings and matches are Wednesday evenings and Saturday Afternoons. Cllr Payne advised that the proposed area would still have to be accessible for sheep grazing. **It was resolved for this item to remain on the agenda.**

**61 T & CPA Diversion**

Mr Sharp explained the situation regarding the footpath, how it is on the definitive map and would go through the front of the building, and now needs to be formally re-routed and adopted. Mr Sharp explained that Atelier would not be able to deal with this as they do not have the necessary expertise. **It was resolved for the Clerk to speak with Andrew Carrier on this as well as the agreement.**

**62 Funding – Buy A Brick**

The Clerk advised that £1660.00 had been received through buying bricks and £275.000 has been received in donation for brick/roof tiles. The Clerk has been asked where the feature would be regarding buying a brick. Cllr Payne advised that it would be placed in the hub, but the design had not been agreed.

**63 Budget Report**

The Clerk handed round a copy of the budget. (Please see attached sheet.) Everything is in order.

**64 Consultation**

Cllr Payne advised that a consultation on the new design was necessary. Cllr Payne will talk about the project at the Business Breakfast. The plans should be displayed at the Christmas Tree Festival in December; it would help if a volunteer or two could be there to answer questions. Cllr Payne will speak with the new Co-Op management to see if a display could go on the walls of the new shop. Mr Wheeler advised that every year the Church holds an Annual User Forum where users are consulted on what they would like, or not, to see at the Hall. This is an opportunity to consult with current users.

**65 Correspondence**

Nothing received.

**66. Items for the next agenda.  
Same Agenda**

**67. Date, time and place of next meeting**

Tuesday 1 November 2016 at 7:00pm at St Nicholas Church Hall (small hall)  
Village Centre Lottery Draw will take place during Village Voice Live Interval

With no further business the meeting closed at 8.35pm.

# Financial Budget Comparison

Comparison between 01/04/16 and 04/10/16 inclusive. Includes due and unpaid transactions.  
Excludes transactions with an invoice date prior to 01/04/16

		2016/17	Actual Net	Balance
<b>Dersingham Centre</b>				
<b>Income</b>				
700	Fundraising Activities	£0.00	£0.00	£0.00
710	Centre Precept	£25,551.00	£0.00	-£25,551.00
715	Brick Sponsorship	£0.00	£1,660.00	£1,660.00
720	Brick/Roof Tile Donation	£0.00	£275.00	£275.00
725	Corporate Sponsorship	£0.00	£0.00	£0.00
<b>Total Income</b>		£25,551.00	£1,935.00	-£23,616.00
<b>Expenditure</b>				
7000	Survey	£0.00	£0.00	£0.00
7005	Drawings & Plans	£0.00	£4,195.00	-£4,195.00
7010	Misc Expenditure	£0.00	£266.06	-£266.06
7015	Fundraising Activities	£0.00	£9.92	-£9.92
7020	Consultation & Events	£500.00	£0.00	£500.00
7025	Development Costs	£3,500.00	£0.00	£3,500.00
7030	Administration & Legal Fees	£1,000.00	£0.00	£1,000.00
<b>Total Expenditure</b>		£5,000.00	£4,470.98	£529.02