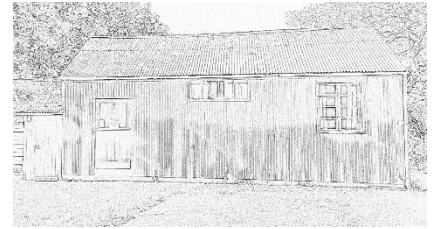


Yettington Hall  
Yettington  
East Budleigh  
EX9 7BN



## MEETING OF THE BICTON RECREATION ROOM COMMITTEE & TRUSTEES

held at  
**Bicton Recreation Room**  
at  
**7:00 pm on Thursday 26 September 2019**  
and  
**Chaired by Terry Cantlon, Committee Chair**

### Those invited to attend:

**Committee:**

Kevin Quant, Secretary  
Michelle Bycraft, Treasurer  
Terry Cantlon, Chair

**Trustees:**

Valerie Lister  
Colin Bolt  
Valerie Ellett

**Others:**

None

1. **APOLOGIES:** Apologies were received from Colin Bolt and Valerie Lister.
2. **MATTERS TO BE DISCUSSED**

*Agreement of minutes from previous meeting*  
*Change of Committee members*  
*Progress reports*  
*Miscellaneous*

3. **AGREEMENT OF MINUTES**

The Minutes of the previous meeting of 24<sup>th</sup> May were confirmed and accepted as a correct record of events.

4. **CHANGE OF COMMITTEE MEMBERS**

The previous Secretary, Colin Yeats, and Treasurer, Roy Letten, informed the Trustees that they wished to step down at our meeting in May. Replacements were sought and two Yettington residents, Kevin Quant and Michelle Bycraft offered their services and have been appointed as Secretary and Treasurer respectively. Subsequently in July, the previous Chair, Peter Barnard, advised the Committee he felt unable to continue due to ill health. Terry Cantlon agreed with the Trustees to take on the role. The meeting thanked Peter, Colin and Roy for the work they put into the Hall over the years and for their support in handing over to the new Committee.

## 5. PROGRESS REPORTS

**MB** The Hall's Lloyds Bank accounts have been amended with the new Committee members as signatories and online access is in the process of being set up. The manual financial accounts have been transferred to a computer-based spreadsheet system and have been published on the Hall's website.

Michelle has offered to investigate crowd funding as an additional money raising avenue and provided the names of two further contacts who may be prepared to act as volunteers.

**KQ** Advised that contact had been made with English Heritage enquiring about the possibility of a Blue Plaque being erected due to the history of the Hall – awaiting response.

The start of the project has been made known to residents by means of a flyer delivered to each Yettington household, an article in the Parish Magazine and a banner displayed on the Hall's frontage. The prime objective being to seek volunteers to help with the various tasks that need to be undertaken to meet the Spring re-opening date.

The East Budleigh Community Shop has agreed in principle to offer a donation towards the refurbishment of the Hall. This being on the proviso that a costing of the agreed work is submitted to the shop committee for their perusal prior to the donation being made.

**TC** Ash Services Ltd completed the replacement of the Hall roof in August (£4,512) and the work has been invoiced. A quote from Otter Electrical Services has been accepted for the rewiring of the Hall and Annex (£4,638) and will start in mid-November. Quotes for the replacement of the windows and doors have been re-confirmed with suppliers and the Committee expects to accept a quote from Exmouth Windows (£3,820), subject to their final pre-installation survey. They have indicated the work could be started in December. In addition, we now have plans drawn up to integrate the Annex and Hall with a single combined entrance and lobby. These plans will be put out for tender shortly, once a building specification has been produced. We are anticipating costs in the region of £4,000. Thus, the total works should be in the region of £17,000 inc VAT and we expect completion of the initial phase to be completed in time for a Spring opening next year.

Invoices for work undertaken are to be processed through the Parish Council to enable the VAT element to be reclaimed on the Committee's behalf. An update on project progress has been sent to all Parish Councillors.

With regard to monies raised, we have received to date £7,500 in donations and around £1,500 in fundraising activities. We also have an additional maximum of £5,000 granted from EDDC on a one third matched fund basis. Thus, to date we have around £14,000 of committed funds and need to raise a further £3,000 to complete the first phase of works. Contact will be made with the Norman Trust to see if a grant can be secured towards this amount.

A Hall website, [yettingtonhall.co.uk](http://yettingtonhall.co.uk), has been set up and we have asked the Parish Council to provide a link to this site on its LINKS portal page to help with raising awareness.

## 6. MICELLANEOUS

- i) Your Kitchen has been approached to donate de-installed kitchen units for the Hall.
- ii) The whist drive ad in the Parish magazine now has contact details.
- iii) Plumbing quote will be required to provide a water supply to the kitchen area.
- iv) A pen and ink image of the building has been created as a logo for the Hall's promotional material.
- v) Working parties required for clearing the outside, mowing and internal decoration.
- vi) Look at additional funding for the Hall:
  - (1) **VL** to follow up the CIL route.

- (2) **VL** to contact CDE, Tony Rowe etc.
- (3) **VL** to confirm if PC can take on insurance for Hall
- (4) **TC** to contact the Norman Trust.
- vii) **VL** to update on status of pre-school enquiry for Hall.
- viii) **VL** to pass on proceeds of recent fundraising events for banking.
- ix) Fire extinguishers need to be checked and a medical box needs to be provided.
- x) Address problem with water leak reported by Roy Letten. **TC** contacted Steve Pease, a water diviner with no response.
- xi) **VE** suggested, as a goodwill gesture from the Trustees, a Thank You letter was sent to the previous committee members acknowledging the time and effort they made in keeping the Hall running over a significant number of years.

#### **7. ANY OTHER BUSINESS**

There being no other business the meeting was closed.

#### **8. DATE OF NEXT MEETING**

To be advised.