

Avonwick and North Huish Community Hall Project

AGENDA

Tuesday 9th February 2016 at 7pm Venue: 5 Avonwick Green

Item No	Abbreviations used :- DCT: Devon Communities Together, TB: Tom Butt (from DCT), JB: Julie Boulton (from Apse Architects) PF: Project Funds, A4A: Awards for All	Action By
1	Chairmans Welcome	
2	MEETING ATTENDANCE: a) Present b) Acceptance of Apologies for Absence	
3	MINUTES OF THE PREVIOUS MEETING	
<i>5min</i>	To approve and sign the minutes of the meeting 4 th January 2016	
4	MATTERS ARISING	
<i>20min</i>	- Email to Volunteers - Project Stores - Website - Note Taking - Lord Lieutenant's Lunch	
5	FEASIBILITY STUDY	
<i>60min</i>	Review Progress - Community Survey - Solicitor re Title of Land, Wayleaves & Covenants - A4A Change of Contact - Interim Report to A4A Pre-App Meetings with Planning and Highways - Payment refund from SHDC - Date of site meeting DCT Support & Advice - Meeting with TB on 14/1/16 Preparation of Investment Ready Documents - Investment Ready Checklist (Task Allocation) - Communications Strategy (Discuss and draft)	

<p>6</p> <p>30min</p>	<p>FINANCE and ACCOUNTS</p> <p>Report of Treasurer (RB)</p> <ol style="list-style-type: none"> 1. Bank Accounts 2. Petty Cash 3. Funds <p>Financial Matters Arising</p> <ul style="list-style-type: none"> - Apse Invoice for Desktop Study update - Coodes Invoice update - Report on Administration Cost Allocations <p>Expenditure Approval</p> <p>Volunteer Hours PT/LR/RM/MB/RB/TG</p>	
<p>7</p> <p>10min</p>	<p>CORRESPONDENCE</p> <ul style="list-style-type: none"> - DCT Membership Renewal - Big Lottery Survey - DCT Training Hub 	
<p>8</p>	<p>Report back from Meetings or Courses attended</p> <p>None</p>	
<p>9</p> <p>10min</p>	<p>Any Other Business</p>	
<p>10</p> <p>5min</p>	<p>Next two Full Committee Meetings - date, time and venue to be agreed</p> <ol style="list-style-type: none"> 1. Tuesday 8th March 2. Tuesday 12th April (proposed) 	
<p>11</p>	<p>Close of Meeting</p>	