

NOTES OF A MEETING OF THE ADDINGHAM HUB STEERING GROUP HELD AT THE MEMORIAL HALL  
ON WEDNESDAY 20 JUNE 2018

Present: Parish Council: Cllr Appleyard (Chairman of the Meeting) and J Markham (Clerk)  
Civic Society: J Robinson, M Keeble  
Library: C Hindle, P Margiotta, D Keeble  
Village Volunteer (Archive): D Barrett

Apologies: Cllrs Naylor and Tennant

1. Notes of Meeting on 30 May

Approved.

2. Matters Arising

DK reported on the costs (£5000, plus £450pa ongoing maintenance) of including an automated ticketing system for the library in the project budget. There was some disagreement about whether such a system was necessary or desirable, and it was agreed to keep it under review subject to budget availability.

3. Project Plan Budget

The revised project plan and budget were noted.

4. Grant Applications

The grant applications tracker report was noted. It was noted that £500 grant had been awarded by RE Chadwick, who had suggested a couple of other funds to which applications could be made. These would be looked into. The expression of interest submitted to the LEADER grant funding programme had been successful, and submission of a full application was invited. The Parish Council was to be asked to provide guidance on this.

5. Publicity Event – 8 July

It was reported that posters and flyers had now been distributed to publicise the event on 8 July, the banner was up on the Old School, and a press article was due to appear in the Gazette on 21 June.

The Clerk reported that expenditure of some £360 had been committed to date (within notional budget of £750). It was agreed, after discussion, to display visuals drawn by a village resident to illustrate the interior of the Old School, rather than commissioning architect's graphics (quoted at £1250 for two display boards).

Detailed plans for the event were reviewed and further actions agreed as follows:

- (i) Event format: Clerk to organise room layout (café style)
- (ii) Displays: Library timeline, plus digital projected display in main hall, plus display boards around the walls
  - DB to organise the projected display of images showing photos of the building; CH to contribute photos of library

- DB to select photos and organise printing (at Hadfields) for separate display on boards
- Clerk to organise printing of A3 size plans of interior of building
- Clerk to locate and make available a selection of certificates/photos/pictures from those which used to hang on the walls of the upper floor of the Old School
- DK to organise table-top displays of children's activities and tourist information
- DB/Clerk to prepare a visual showing possible use of the Hub by voluntary organisations (DB to send a suitable photo to Clerk)
- JR/MK/DB to source visual/map of blue plaque trail and forward to Hadfields for printing A3 size for display
- CH to request help from library volunteers for the provision of refreshments at the event; volunteer cake-makers to be approached for help whenever possible; Parish Councillors to be asked to contribute
- DK to source donations "bucket" for cakes, organise the raffle and collect raffle prizes; Parish Council to be asked to contribute.
- Parish Council Chairman to be invited to give the presentation at the event (Clerk to draft).

It was agreed to meet at the Memorial Hall to set up the displays at 12 noon on 8 July.

#### 6. Next Meeting

To be confirmed after the public event