NOTES OF A MEETING OF THE ADDINGHAM HUB STEERING GROUP HELD AT THE MEMORIAL HALL ON FRIDAY 14 DECEMBER 2018

Present: Parish Council: Cllr Naylor (Chairman of the Meeting), Cllr Tennant and J Markham (Clerk)

Library: C Hindle, D Keeble, P Margiotta

Village Volunteers: J Robinson, D Barrett, J Seddon, G and A Bacon, C Snape, R Battarbee

Apologies: Cllr Appleyard

1. Notes of Meeting on 24 July

Approved.

1. Funding for Project

The Clerk reported that funding for the project had now been secured, and the works to renovate the Old School were due to start early in the New Year. A pre-contract meeting had been held with contractors on 13 December and they had been notified of the requirement to handle the router box, due to be re-positioned on the ground floor, with care.

1. Governance and Management

The Chairman introduced a discussion on options for managing the Hub and the Library in the Old School, including the establishment of a management group to oversee the work of the two services as separate entities in the building. Potential options for opening and manning the new Hub were also reviewed. After discussion, it was agreed to explore these options further and report back to the next meeting.

1. Design, Layout and Equipment

The following issues were discussed, and actions agreed as follows:

1. Layout – space to be left near the door for storage of pushchairs. Location of power points for appliances to be agreed by equipment group. Positioning of drinks machine and hot water system to be checked.

Action: Clerk to contact architect for plans

 Action: Equipment group- meet to discuss

1. Decoration scheme – shades of grey.

Action: Clerk to notify architect

1. Equipment – revised budget proposals received and noted. Additional items (eg hearing loop, stairlift and signage for visually impaired) for later consideration. Requirements for a safe were being considered further.

Action: Equipment group

1. Future uses of room – it was agreed that the primary school children would be consulted.

Action: D Keeble

1. Next Meeting

Equipment Group – 20 December at 10am in Memorial Hall

Hub Steering Group – early in January, following first contractors site meeting

Old School Management Group – subject to further discussion and guidance from Parish Council