

Grosmont Futures – Minutes of Meeting 17th October 2024, 6.00pm, Face to Face,

Grosmont Town Hall

Present

Committee Members: (*Co-opted)

Lynne Potter (LP) Chair, Mark Whitaker (MW), Janet Chatfield (JC) Minute taker, Jo Whitaker (JW)

Members of the Public: Jane Moggridge (JM), Andrew North (AN)

Apologies: Oliver Huntsman (OH), Deb Nevill (DN), Sara Fulgoni (SF), Nick Jones (NJ) *Peter Clarke (PC).

LP welcomed everyone to the meeting.

Declaration of any Conflicts of Interest None declared.

Minutes of Last Meeting held 17/09/2024: Minutes accepted as an accurate record.

Action Points

Actions Arising to be completed by next GF meeting unless otherwise stated.			
Agenda Item	Action from GF Meeting 17/10/23	Responsible	Action Update
Agenda Item 8. PID Templates	Draft Documents more work needed. Working group set up to take this forward, Peter Clarke & Jan Chatfield.	Peter Clark Jan Chatfield	Still pending - The PID cannot be completed until more details are provided by the Architect & Builder
Agenda Item	Action from GF Meeting 18/06/24	Responsible	Action Update
Agenda Item 2, Highlight Report 23	Determine specification for the A-V equipment – NJ to discuss required specification with Jude Rogers	Nick Jones	NJ has consulted with Abergavenny Town Council and Vision Computers Abergavenny.
Agenda Item 10, Project Structure document	It is not clear whether this document has been formally approved by GCC. Further Action: NJ to establish the status of this document	Nick Jones	GCC do not recall seeing this document. Action JC to send a copy to all GCC members
Agenda Item	Action from GF Meeting 23/07/24	Responsible	Action Update
Correspondence	Include GAVO in the Links with other Groups. Action: Jo Webb and Ashley Morgan to meet with LP and MW on 23 rd Sept in TH to see whether there is anything they can do to assist	Lynne Potter Mark Whitaker	Meeting cancelled at last minute, to be re-arranged.
AOB	Let JC & DN know of any changes needed to the GF page on the village website. Further Action: When website sorted put old minutes and agendas into folders with a link, neaten it up.	Debs Nevill & Jo Whitaker	Ongoing
Correspondence – Alex Minford resignation as GF Trustee	Check whether he (AM) and Witek (WMC) wish to continue to get the minutes and to send Alex a huge thanks from GF	Debs Nevill	AM no longer wishes to receive minutes or agendas, removed from members list and access to Dropbox. WMC has not yet responded but has access to Dropbox via GCC
Correspondence Rural Futures contacts	JW to help DN to set them up in a GF Group Email	Jo Whitaker & Debs Nevill	Completed
Agenda item 2 Highlight report 25	Meeting planned for end of the month, Sarah, builder, and electrician	Building subgroup	See agenda item 5
Agenda Item 3: Feedback from GCHMG meeting	Error in minutes to be discussed and corrected in the SC meeting	Mark Whitaker	Completed

Matters Arising not included on the agenda.

LP proposed that as we have time-limited funding for the full specification quoted by Audio Visual Direct (AVD) we should go ahead and purchase the AV equipment now to ensure that we do not lose the grant. This was seconded by **JC** and agreed by those present. AVD will need to be contacted to explain the

situation and see if they can store the equipment until such time as it can be fitted by them.

Action: PC to contact AVD and discuss purchase of AV equipment.

Correspondence

PC has contacted Michael Dupree at TNLCF and Adam Hitchins at AHF to inform them of the further delays to the building work with a new start date of Spring 2024. This has been acknowledged by both funders.

Agenda

1. Finances (OH)

Report emailed – £170 was banked in September and the balance is now £347.84.

2. Highlight Reports 27 (PC)



Highlight Report 27 -
copy.docx

Overall, the project status remains green.

It was noted that some areas appear to be out of date e.g. provisional start date for the building work is stated to be November 2024.

Pages two and four under **2, Repair and Upgrade the Town Hall**, states that Monmouth Planning have confirmed that some pre-commencement conditions have been discharged (**decision DM/2022/008040**). The meeting asked to be reminded as to what the outstanding preconditions are, and **MW** was asked to circulate a copy of the original conditions together with a copy of DM/2022/008040 or indicate where they can be found in Dropbox.

Action: : MW to provide copies of DM/2022/008040 and the original Pre-commencement conditions.

3. Feedback from GCHMG meeting 03/10/2024 (MW)



GCHMG Meeting
Minutes 03-10-24 dr

MW reported that the main point to note is that the Architect and the Builder (with his Team) met on 27th September and commenced detailed discussions. Start date still not agreed other than Spring 2025 with a hard deadline of March 2025 to allow the work to start before bird nesting season. – See agenda item 5 for more details.

There had been a suggestion that individuals/businesses might like to sponsor a Bat Box or Bird Box to be in place once the work is completed.

4. Feedback from GCC meeting 10/09/2024 (NJ) –

NJ was not present but had submitted this written report to **LP**:

- a) Councillors confirmed they had read Highlight report 27 and acknowledged the new start date.
- b) The Town Hall piano has been raised as a matter for discussion. There are those calling for its removal. Councillors felt it was a valuable resource and are not inclined to have it permanently removed at this time. However, **NJ** has agreed with Andrew Harter and Mike Noakes to store the piano at the Church until the Town Hall works are complete.
- c) The next issue of the link magazine is due for publication at the end of November 24. Peter Clarke has agreed to write a piece about the planned works and his role in the project.

LP thanked **NJ** for the report.

Please note if anyone is writing an article or publicity on behalf of GF it needs to be shared with the committee before publication.

5. Building Project and Tender Process (MW/PC) –

The Builder Wayne Hill and his team met with the Architect Sarah Browne on 27th September, a summary of this meeting is attached together with copies of an email from MW requesting further clarification on behalf of the GCHMG and Sarah's reply.



Notes from Sarah Hill
Valley Restoration 27:



Notes from Sarah
Consulting Room 06C

Those present went downstairs to look at what was being proposed by Sarah in the above notes and came up with some suggested amendments in keeping with the requirements for the space.

1. No 'mini kitchen' in the treatment room. Certainly, a wash basin plus power and a flat surface for a kettle (could be a cupboard for cups etc. but only 30cm or so deep due to space constraints).
2. The existing shower room door to remain where it is (as the baby changing table would no longer be an obstruction), the existing WC door to be stud walled over and the front part of the wall between shower/WC removed (as currently proposed) to form a combined space.
3. The baby changing table proposed for the new shower/WC could be a design which folds up against the wall and positioned about halfway between the existing shower room door and the shower. Alternatively, the proposed wash basin and fold up baby changer could swap positions, if it's important that the latter is in a corner. Small cupboard for loo rolls etc. could be under basin.
4. Need for a door between passageway and treatment room for privacy. This could be positioned in passageway near shower door to make treatment room bigger.
5. Fold up treatment table could be mounted on wall at south end of treatment room (where existing staircase is).
6. We would like some more clarity on the inner doors in front of the old oak ones (which will open outwards instead of inwards).
7. Floor finishes for passageway, and in particular, the treatment room to be considered. Are current flagstones suitable/hygienic?

MW was asked to request a site meeting with Sarah to discuss the feasibility of the above.

Actions: MW to request a site visit with Sarah Browne to discuss the treatment room area.

DN to let mailing list know about revised start date.

6. Feedback from CO-OP Grant application (JW)

Unfortunately, we were not successful in obtaining the grant on this occasion. No reason was given, but on the plus side we do have a draft application that could be used on another occasion.

7. Ashley Foundation Grant (LP & JW)

SF has chased the Royal Welsh College of Music for an update and date for the meeting with Guy O'Donnell.

Miriam is putting together a suggested plan which she will present to the subgroup when she has more information.

Actions: SF to arrange subgroup Teams meeting with Guy O'Donnell.

JW to arrange a subgroup meeting with Miriam to discuss the plan.

JW to check when the next round of applications to the Ashley Foundation are due.

8. Next Steps

- Purchase AV equipment and get it stored.
- Site visit by architect and some reps of GF and GCC to discuss the plans for the layout of the treatment room area.
- Keep looking for other Funders/Grants
- Let mailing list know about revised start date. **(DN)**

9. AOB: Andrew North would like to be added to the GF Mailing List. DN to action

10. Date of Next Meeting(s)

GCHMG meeting, Thursday 7th November 2024, 7.30pm via SKYPE.

GF meeting, Tuesday 19th November 6.00pm Grosmont Town Hall

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Correspondence	Include GAVO in the Links with other Groups, Action: Jo Webb and Ashley Morgan to meet with LP and MW on 23 rd Sept in TH to see whether there is anything they can do to assist. Further Action Meeting 23 rd Sept cancelled at last minute, to be re-arranged.	Lynne Potter Mark Whitaker
AOB	Let JC & DN know of any changes needed to the GF page on the village website. Further action: when website sorted put old minutes and agendas into folders with a link, neaten it up. Ongoing	Debs Nevill and Jo Whitaker
Agenda Item	Action from GF Meeting 17/10/2024	Responsible
Matters arising from Minutes 17/09/24	Contact AVD and discuss purchase of AV equipment.	Peter Clark
Agenda item 2. Highlight Report 27	Provide copies of DM/2022/008040 and the original Pre-commencement conditions.	Mark Whitaker
Agenda Item 5. Building Project	Request a site visit with Sarah Browne to discuss the treatment room area.	Mark Whitaker
	Let mailing list know about revised start date	Debs Nevill
Agenda item 7. Ashley Foundation Grant	Arrange subgroup Teams meeting with Guy O'Donnell.	Sara Fulgoni
	Arrange Subgroup meeting with Miriam to discuss the plan.	Jo Whitaker
	Check when the next round of applications to the Ashley Foundation are due.	Jo Whitaker
AOB	Add Andrew North to the mailing list	Debs Nevill

There being no further Business the Meeting closed at 7.30pm.