

## **Bamburgh Pavilion Association Committee Meeting**

Monday 15th November 2021 at 9.45am

*Present: Gillian Bardgett, Barbara Brook, Bill Brook, Jamie Edgar, Susan Gibson, Christine Hutchinson, Barbara Jackson, Linda Kirby, Joan Miller.*

### 1. Apologies for Absence

Tony Baldwin, Dave Carney.

### 2. Minutes of meeting held on Monday 20th September 2021

Agreed and signed.

### 3. Matters Arising

Barbara J confirmed that she had spoken with the NTC and they have decided not to come with the pantomime this year but will do another play next year.

Bill and James Bolton are due to meet to discuss the 'free days' that the Pavilion gives the castle. So far this year they have had 3 days but have nothing planned for next year.

There are 11 weddings booked for next year, including every weekend in May. There have been some complaints about the noise levels from people in houses on the Wynding.

We will carry forward the reports on the checks on the roof and the sign saying 'private function' to the next meeting.

### 4. Treasurer's Report

Linda said that at the moment we have £87.5k in the bank and we're in a very healthy position. Bill and Linda discussed how much we need to keep as a contingency fund and how much we could spend on the refurbishment and Linda is to send a detailed sheet of our finances to Bill. Also, the septic tank was installed when the Pavilion was rebuilt in 1977 and we don't know how long it will last. When a new one is needed it could be very expensive. No user group money has been received so far this year.

### 5. Booking Secretary's Report

The wedding bookings are going well next year. We decided at the last meeting that we would take no bookings for commercial purposes. Susan has informed the groups affected by this and whilst disappointment was expressed the organisers also understood. Some groups have reported high attendance at their new venues.

### 6. Maintenance Programme

No report. Barbara B mentioned that the steps to the Pavilion needed attention, not just for the look but also as a tripping hazard. Joan and Barbara B also thought the railings needed attention as they are very rough. Bill will check with Tony and link these two items into the building project.

### 7. Refurbishment Project Update

Bill reported on this. He has sent a detailed report to Jamie and Andy and will forward it to anyone else who would like a copy (Linda requested one). Jamie mentioned that he thought the extractor fan in one of the showers should be more powerful and Bill will check this.

There are very substantial changes to be made to create an accessible toilet which impacts on other facilities. VAT is not payable on an accessible toilet and as the other toilets have to be changed then perhaps VAT is not payable for these too. Bill is checking this with ACRE and George Coultice. Two builders have looked around (Ali Gilhome and David Smith) but we haven't received their quotes yet.

There was a lengthy discussion about funding. We have funds to spend £85k. This includes £72k from our account, plus the 100 club money. The fees are about £4k and we think the roof and steps will be £10k. Bill is happy to have £20k left. Should we apply for National Lottery funding? As we have so much money in our account we may not qualify; also we may need 3 quotes. The deadline for applying is very tight and we may not get the quotes in time. In addition there are so many stringent rules for this funding that it may not be worth it. We talked about other funds which could be suitable, for example, Catherine Cookson and the James Knott Trust as we may only need around £6k.

We also discussed the timing of the alterations and proposed January/February 2023. There are huge problems with supplies at the moment but we hope this will improve over the next year. Once we have a more definite start date Susan can tell Karen at the castle and all our user groups. We can probably still use the main hall and kitchen and possibly hire some portaloos. The estimate for length of time to complete the work is 5/6 weeks.

We will send an email to all user groups informing them of the refurbishment and asking them to keep storage to a minimum. Linda, Barbara B, Joan and Barbara J have made a good start in tidying cupboards in the kitchen and corridor and will progress to the store room and lockers. They will contact reps from all groups and arrange a date when everything can be taken out of the store room/lockers and checked to see if it's needed. Any surplus stuff can be taken to the tip. The WI cupboard has been cleared. A rat/mouse hole was spotted in the store room and has been dealt with. The money has gone out to pay for zoom for another year so if necessary we can have a zoom meeting with reps from the user groups to address any queries they might have.

Bill was thanked for all the work he has done in this project.

#### 8. Feedback following kitchen/cupboard clean up

As previously mentioned a team has cleared the cupboards in the kitchen and corridor and we thank them very much for their efforts. There have been events since and the cups and saucers are already awry but this is to be expected. We will ask Derek and Andrea about the games that are stored and if they are still used at the coffee stop. Christine wondered if the shelves needed to be labelled. We're very short of teaspoons which Barbara B will get and Linda offered to buy a kettle as the one we have is not powerful enough. Linda will check with Lesley to see if we need to buy any new mops. Lesley's friend will clean the windows inside and out and will also wash the canopy which is looking rather shabby.

#### 9. Broadband update

Jamie talked about the network installation and the broadband installation. His report is included with these minutes. He will liaise with John Mackey from the Parish Council over this. We'll need a plan of other services so that when installation starts no one cuts off the electricity or water supplies. Eric Maddison was mentioned as a reliable electrician.

\*Following this meeting we heard that the new pole will be repositioned and shortened, rather than the cable now going underground\*.

#### 10. Any Other Business

Nothing.

Provisional date for the next meeting - Friday 14th January 2022 at 1.30pm in the Pavilion.