Minutes of Levens Institute on Wednesday 12 April 2017

**Present:** Stephen Read, Alan & Helen Miller, Sheila Watson, Susie Bagot, Kath Dawson, Mary Orr, Wendy Mobbs, Hugh Connor, Frank Routledge and John Wood

**Apologies:** Chris Riley

**Minutes of meeting of 22 February 2017:** TheMinutes had been viewed and were approved by all.

**Matters Arising:** All were dealt with as agenda items

**Chairs Report:**

A] An email had been received from John Bercow about U K Parliament events for the 13-19 November. After some discussion, it was decided to request the “pack/kit” to assess its possible interest to us, or more likely to the youth club.

B] Mrs Shorrocks had pointed out the poor state of the wooden bin surround, which she can see from her window. Stephen had priced materials at £28 plus VAT with labour supplied by Peter Woods. Hugh may have suitable materials in his store, so he will contact Peter and together they may be able to complete a new surround at no cost to the Institute. This was accepted by all with thanks.

C] SLDC had informed us of changes to the method for calculating Council tax, which will not affect the Institute

**Secretary’s report:**

The “Pure Challenge“ cycle event has booked the Institute for this Saturday to be used as a checkpoint. It is estimated that 200 people will take part. Concerns were voiced about the impact upon the village, especially bearing in mind the recent meeting on Traffic management. It was therefore agreed that Alan should send an e mail to Allan Steward so that he can inform his village contacts of this event.

**Treasurers report**

As of the 30 March 2017

Current account £6916.36

Monthly Draw £689.20

COIF £33,876.03

Mandate forms from Barclays to enable the transfer to John Wood as our new treasurer have not been forthcoming. Helen and John agreed to pursue the forms and complete the transfer as a matter of some urgency.

**Joint Venture Agreement and Levens Community Project**

**Charity Commission and LVI Constitution**

Neither of the above two items have been progressed. At the Parish Council meeting the previous night it was reported that there had been no progress with the sale of Sizergh Fell Quarry, so the PC was investigating other means to move the Community Project forwards. It was agreed that the drafting of an amended constitution can and should be pursued in the meantime.

**Room Hire Agreement.**

Stephen has produced a new RHA based on the ACT template. He has been unable to email these to the committee members who agreed to review it. Copies for perusal were handed out and the review will be completed for the next meeting.

**A.O.B.**

A] Peter Smith had sent an e mail to say that he would be willing to organise social events that the whole community could join in such as a domino evening. There was general approval for this and Peter will be contacted to put arrangements in place.

B] L.A.F.S. **-** Hugh encouraged the committee to advertise the upcoming event ”The Odyssey” on Friday 28th April.

C] New £1 coin: Alan raised concern that the downstairs meter may not take the new £1 coin. A new coin was found and it would not fit in the slot. It was agreed that Alan will monitor the meter’s usage, making old pound coins available to use as needed. It may be that at some stage, if the use of the meter cannot be managed in that way, then either it will have to be updated or disconnected.

**Next Meeting**

Wednesday 21st June at 18.30

The meeting closed at 19.20