

# Diseworth Heritage Trust

Minutes of The Annual General Meeting of the Trust which took place on Thursday 16 November at 7.30 pm in the Committee Room at Diseworth Village Hall

**Members were invited to join the Trustees at this meeting**

## Present:

Martin Hening, Kevin Walker, Nikki Henning, Malcolm Mitchell, Geoff Smith, Meg Galley, Pat Whitchurch. Rosie and Barry Smith, Pat Guy

## Minutes

### 1. Apologies

Janet Fletcher

### 2. Minutes of AGM held on 27 November 2005 [minutes 05](#)

Approved.

### 3. Matters arising

None not covered elsewhere

#### 3a Chairman's report

A lot has happened since the last AGM with the award of a Heritage Lottery Fund (HLF) Grant in June being the big news. It comes in two stages and as of the AGM we have largely finished the Development Phase. If this proves satisfactory, we will await confirmation of the bulk of the award in the new year and set about completion of the purchase and a start on the construction work. The grant is for £538,000 (90% of agreed costs), so there is still fundraising to do, but we are certainly well on the way to saving for community use one of Diseworth's historic buildings (and we understand what is now the oldest Baptist Chapel building in Leicestershire). There is continued correspondence with the Baptist Union over purchase as they are getting somewhat impatient but they realise that we are

dependent on the LHF grant due next March. There are no conditions attached to the sale apart from to keep the graveyard open.

The earlier Feasibility Study was almost completed by Brian Alabon with missing material being due to shortage of information from both him and us. The Architectural Heritage Fund, who funded this phase, were not fully satisfied with the report but we received the money and Brian Alabon was paid.

The HLF required us to go to tender and appoint a new architect and we invited tenders for the appointment of an architect and a Quantity Surveyor (QS) to see the project through to completion. The architect appointed is **Keith Hamilton**, of the Gibson Hamilton Partnership in Loughborough and the QS is **Peter Jaggard** of David Richbell and Peter Jaggard Associates, from Burton Lazars. We have also appointed a Structural Engineer, **Adrian Dempster**, a Director of Ward Cole Consulting Engineers of Nottingham.

The architect Keith Hamilton will produce his report for the Development Fund before the end of November. Structural testing of the building including testing of the brickwork and soil samples to check for the need for underpinning are all completed but there is some outstanding work to be done by the QS. The outcome of these tests has resulted in considerably different costings from the original by Brian Alabon; the major difference being that underpinning is not needed for the whole building which will result in savings. However this money will need to be spent elsewhere. Plans will be available by the end of November as there are various refinements needed. Once we have the confirmation of the release of the remainder of the funds the job can go out to tender as we will be at RIBA stage H. The architect has ideas of 3 firms who will be invited to submit tenders..

We have also used a consultant to take us through the Development Plan and other policy documents to assist in the use of the Building. All seems to have gone well and the first tranche of money come through to pay some bills to date. (See Report on Heritage Centre Progress). As indicated in Section 5 the Interpretation Plan and Acquisitions and Disposal Policy were adopted and the recommendations approved.

Martin reported that we had doubled our membership at the flower show especially from Long Whatton plus others from elsewhere. There was less response from the cheese and wine but this was not the primary purpose of this event. Both Long Whatton and Diseworth History Societies have both become Group Members. We have updated all of the literature to reflect the new charity number.

#### **4. Financial Statement**

Martin handed over the role of Treasurer to Janet Fletcher in the summer and we have nearly produced final accounts but there is a small discrepancy to discuss with the accountant. Looking at the balance is not very helpful in terms of indicating our financial situation as with the HLF funding money is coming in and out quite rapidly but the current balance is £8700. We have paid several bills but there are still some outstanding but 88% can be reclaimed from HLF. We are reasonably sure that funding is adequate as the HLF increased the grant application by over £100,000. Finalised and audited accounts should be available next week.

Nikki reported on the contribution in kind of the various volunteers towards our part of the cost of the Development Plan.

#### **5. Report on Heritage Centre progress**

We have professional help particularly from two people – Heather Lomas is our consultant on programme planning, with an emphasis on the Museum dimension. She has been involved in consulting in the village and is assisting with the Interpretation Plan which has also involved an education consultant who has visited all the main schools in the area. This has created a link between the Heritage Centre and local schools and this has been written into the policy. We have also produced an Acquisitions and Disposal Policy with the help of Heather Lomas. The Interpretation Plan and Acquisitions and Disposal Policy were adopted and the recommendations approved.

We also have the support of Peter Rogan, an architect who is appointed by the Heritage Lottery Fund as our Monitor, to make sure we stick to HLF rules and financial and reporting conditions.

Four of us attended a project management course as part of the HLF Development Grant conditions.

Nikki also reported that she had been approached by the local scouts who want to use the Heritage Centre for an exhibition of their centenary in 2007.

Nikki also reported on the Parish Plan results: there were 5 questions on the Heritage Centre and the results show that of the 300 responses received the vast majority were positive. A lot say they are not interested but the positive response was higher than we might have expected.

She also reported that Long Whatton has got HLF funding towards its Heritage Walk and Nikki, Geoff and Pat Guy have been on a training programme to help with risk assessment on Guided Walks. They are planning to have an open afternoon in the village inviting local people to come in and talk about the properties along the main road.

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## **6. Fund Raising**

Recent Fundraising events have included Diana Cherry's Weekender's sale in October, and the Lebanese evening in November at the Bull's Head in Wilson, organised by Tracy Morris which raised £430. Thanks were recorded to Diana for her help.

Malcolm reported on plans for a Caribbean Evening on Saturday June 16<sup>th</sup> 2007 in the barn at Village Farm courtesy of Ian and Sheila. This will be a joint event with the Church during the weekend of the scarecrow festival. Malcolm has completed all of the necessary forms and sent them off with the fee. Now has to do a risk assessment which may involve the fire authorities and food hygiene people. He has also spoken to our beat officer who has offered to help. We need to arrange parking facilities.

Nikki reported on a WREN application. The Waste Recycling Fund is closing and the last lot will be allocated in December. We have applied for £20,000 to provide some of our match funding and this should be considered this week and we should know in the New Year.

We need about £60,000 as match funding and we have other major bids in mainly to sponsor areas of the building: the Shephed BS will sponsor the village office; the

airport will sponsor the coffee bar and kitchen and we need a third sponsor for the main hall.

The County Museum Officer is visiting on December 1<sup>st</sup> at 10 and they may provide some funding for display stands especially environmentally controlled ones.

If anyone has ideas for fund raising speak to any trustees especially Malcolm and Tracey

### **7. Dates of Future Meetings**

November 2008. Next meeting of Trustees to be agreed.

### **8. Any Other Business**

Geoff asked about timing for the completion of the Heritage Centre and it was agreed that Easter 2008 is a realistic date.

He also reminded us that he could put any information on the website and anything available should be sent to him for inclusion.

Kevin asked about any changes to the plans and how this affects the planning permission. Martin explained that this was in hand and the architect was in discussion with the listed building officer but most of the proposed alterations are technical and relate to building consent rather than to the planning side of things. There are other internal matters that will need to go to the conservation officer.