

Eardisland Parish Council

Meeting of the Feasibility Study Group
on Tuesday 3 July 2018 at 19.30 in Eardisland Village Hall

Notes of meeting

Present: Richard Kirby (Chair), Maryan Hanson, Reg Curtis, Ross Risdon, Jo Watson, James Miller, Sue Richards and Adele Llewellyn.

In attendance: Alison Sutton, Parish Clerk

1. **Apologies and introductions –**
Wendy Cross and Susie Curtis – apologies.
Following introductions noted good experience and knowledge of construction, village halls, community housing and knowledge of the parish within group.
2. **Consent for PC to hold data –**
The Clerk explained that as this is a working group of the parish council, PC has a legal right to hold data about the group as notes of the meetings are public documents.
3. **Background to Study and Terms of Reference for group –**
The background and the original application noted. Re-iterated that no set agenda, the study will find out if anything other than maintenance is supported by the parish. Noted that Herefordshire agreed grant application even though the PC made it clear that the priority was what can be done to improve/replace the village hall. Community housing very secondary issue and reliant on a landowner agreeing terms for land with a housing association and even then, parish would have to agree cost of a building.
Terms of reference agreed with minor amendments – Clerk to amend and add to next PC agenda for adoption.
4. **Schedule and work agreed with funders –**
Schedule and background to choice of professionals noted.
5. **Implement first stage work; draft sketch plan –**
Agreed Clerk instruct Kirkwells to draft pre-application request and WSP for flood risk assessment. Noted Kirkwells need sketch plan, Clerk work with Ross to draft sketch plan.
Need to meet with village hall committee members to find out requirements for more space/alterations to building.
6. **Next stages –**
Meet with village hall committee.
Report in magazine – re-iterate no set plan and early stages of work.
7. **Open forum –**
None.
8. **Date for next meetings –**
Friday 13 July at 6.30 with village hall committee members.
Tuesday 7 August at 3.00 to finalise draft pre-application document – Clerk to circulate beforehand.

Alison Sutton – Parish Clerk.

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