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**Minutes of the Advisory Committee “New Hall Steering Group”  
held on Thursday 14th July 2022 at 7.30pm in the Ashburnham Sports Pavilion**

**Members present:** Cllrs Jay Ashworth, Ron King and Richard White  
(Chairman)  
Co-opted members: Nicky Bishop, Keith Finch and Clive  
O’Sullivan (Vice Chairman)

**In attendance:** Brian Holdstock, Clerk to the Council,

**1) Apologies for absence**

Apologies for absence have been received from Cllr Chris Sinden.

**2) Election of Chairman and Vice Chairman**

- a) Cllr Ron King proposed and Clive O’Sullivan seconded the motion that Cllr Richard White continue as Chairman. There being no other nominations, Cllr White was elected Chairman.
- b) Cllr Jay Ashworth proposed and Cllr Ron King seconded the motion that Clive O’Sullivan continue as Vice Chairman. There being no other nominations, Clive O’Sullivan was elected Vice Chairman.

**3) Disclosures of interest**

No interests were declared.

**4) Additional agenda items**

None

**5) Adoption of Minutes**

The minutes of the Committee Meeting held on 13th January 2022 were circulated with the agenda. On the motion of the Chairman the minutes were adopted without amendment and signed by him.

**6) Fund raising - bidding**

- a) Cllr Jay Ashworth reported on her first meeting with Charity Mentors Sussex (Sue). A second meeting is scheduled for next week. As a result of the first meeting Jay is working on more positive messaging on the parish website and on Facebook pages.
- b) The debriefing after the Platinum Jubilee weekend showed a high level of interest.
- c) A record of time spent by volunteers needs to be created as a basis for evidence of matched funding. The clerk will contact Windmill Hill Windmill Trust for a template. The question of how retrospective the record can be needs to be resolved, i.e. can it predate an offer of a grant?
- d) Feedback on the popularity of the parish council website would be helpful. A request for feedback can be placed in the parish magazine.

**7) Design and construction**

- a) Clive reported that Wealden AM (Robert Kendal) had hoped to be at this meeting but a minor injury and a family bereavement has prevented his presence.
- b) The ventilation scheme has been updated.
- c) The ‘grass-crete’ specification for the car park has been amended to allow for heavier traffic.
- d) The quotation for the aluminium doors and windows has been updated with no major revision (cost in region of £48k - £54k)
- e) Catering equipment estimates are now without a lead now that Nick Heasman has left. Committee members suggested approaching Cllr Fraser Williamson who has a background in hospitality.

- f) Nicky Bishop pointed out that there is an elephant in the room - “good enough costings”. She noted that since 2019 we have been going round the same loop trying to get a handle on costs and we are not much further forward.

In discussion it was noted that all our requests for costs have been made to local suppliers (because we want to keep it local) and in the main these are one man bands. We are not just asking for a price, but a design proposal which is a big ask when it must be clear to a busy supplier that there is not much prospect of any immediate business.

In further discussion it was noted that in other construction disciplines a quantity surveyor would prepare a design spec and suppliers would submit tenders in the form of pricing against the bill of quantities. It was resolved to adopt the same approach starting with the electrical installation. In practise this means employing a chartered electrical engineer in the right discipline to design a scheme. This could then be sent for pricing to one of the larger electrical engineers who employ estimators such as Hannington and Gilbert or Monks. As a first step the Clerk will research the professional institutions for suitable engineers and will also ask among the East Sussex clerks for a recommendation.

**8) Village Fund Raising**

- a) The Vintage Motor Cycle Club’s concours, for which our volunteers did the catering, made a profit of £1,300, an astonishing total.
- b) The Country Fair and Flower Show at the end of this month is expected to raise at least as much.
- c) The 100 Club has lapsed and members speculated that Lila Bousba might be willing to resurrect it.
- d) After the Country Fair it was resolved to develop a rolling programme of events and in particular to develop a winter event. Ideas included an Art Festival. Members reflected on the Hay Book Festival as a model! Something more modest might involve our Art Group and other artists and the possibility of incorporating books was discussed. Ian at Battle Book Shop is known to be enthusiastic and may like to be involved. It would be a great asset if a well know personality would promote it.

**9) Date of Next Meeting**

Thursday 15th September 2022 at 7.30pm in the Ashburnham sports pavilion

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Signed (Chair)

Date .....