

Minutes of the Meeting of the Armstrong Hall Charitable Trust
held on Tuesday 12 June 2018
in the Council Chamber at the Town Hall
at 7.00pm

Present: Helen Harrison (Chairman for items 1 to 2)
Pam Shipp (Vice Chairman for items 1 to 3)
Shirley Holloway (Chairman for items 3 to 8)
Angela Symonds (Vice Chairman for items 4 to 8)
Benj Emmerson
Bob Griffin
Guy Rawlinson
Jayne Stansfield
Matthew Stringer
Martin Trueman
Gail Whitehead

Louise Powell (Clerk to the Trust)
Wendy Sydenham (Administrator)

(Lesley Tuck - absent)
(Vincent Costello – absent)

1. Apologies for absence

Clare Fardell (out of Thornbury)
Clive Parkinson (out of Thornbury)
Maggie Tyrrell (another commitment)

2. To elect the Chairman for 2018/2019

14/18. It was proposed by Benj Emmerson that Shirley Holloway be elected to act as Chairman of the Armstrong Hall Charitable Trust for 2018/2019. This proposal was seconded by Matthew Stringer. There being no further nominations, it was unanimously agreed that Shirley Holloway be duly elected.

3. To elect the Vice-Chairman for 2018/2019

15/18. It was proposed by Benj Emmerson that Angela Symonds be elected to act as Vice Chairman of the Armstrong Hall Charitable Trust for 2018/2019. This proposal was seconded by Matthew Stringer. There being no further nominations, it was unanimously agreed that Angela Symonds be duly elected.

4. To appoint the Chairman of the Management Committee for 2018/2019

16/18. It was proposed by Shirley Holloway that Benj Emmerson be elected to act as Chairman of the Armstrong Hall Management Committee for 2018/2019.

This proposal was seconded by Matthew Stringer. There being no further nominations, it was unanimously agreed that Benj Emmerson be duly elected.

5. To consider and approve the minutes of the meeting of the Trust of 8 May 2018 and any matters arising from those Minutes no covered on the agenda

17/18. The minutes of the Armstrong Hall Charitable Trust meeting held on 8 May 2018 had been circulated and were proposed as a true record by Matthew Stringer, seconded by Helen Harrison and signed by the Chairman.

6. To consider and approve the report of the Armstrong Hall Management Committee held on 3 May 2018 and any matters arising from the report not covered on the agenda

18/18. The minutes of the Armstrong Hall Management Committee meeting held on 3 May 2018 had been circulated and were noted.

19/18. The Clerk confirmed that Matrix would be quoting for changing the light bulbs in the ceiling of the Cossham Hall.

7. To receive an update on any urgent operational matters

20/18. The Clerk confirmed that there were no urgent operational matters to report.

8. To receive an update on the next steps for the Armstrong Hall redevelopment

21/18. The Clerk reported that the Armstrong Hall Working Group had met recently with 14 attendees, including some new volunteers. The attendees had a number of queries about the preferred designs and how they had been arrived at. It had therefore been agreed that at the next Working Group meeting both the architect and Lemon Gazelle would attend to present on how they had arrived at the preferred designs. The Working Group would then progress along three main lines – (1) design, (2) funding/business case, and (3) governance. The Clerk agreed to produce a list of Working Group members for the Trustees' information.

22/18. The Clerk reported that Lemon Gazelle would charge a £300 fee to attend and present at the Working Group meeting and asked on behalf of the Working Group Chairman, Clive Parkinson, for Trustees to agree that this fee could be considered by Full Council. The Trustees agreed that the matter could be considered at Full Council.