

Minutes of the Meeting of the Armstrong Hall Charitable Trust
held on Tuesday 28 August 2018
in the Council Chamber at the Town Hall
at 7.00pm

Present: Shirley Holloway (Chairman)
Angela Symonds
Benj Emmerson
Clare Fardell
Bob Griffin
Clive Parkinson
Guy Rawlinson
Pam Shipp
Jayne Stansfield
Matthew Stringer
Martin Trueman
Gail Whitehead

Sandra Richardson (Deputy Clerk to the Trust)
Belinda Morley (Administrator)

1. Apologies for absence

Vince Costello (out of Thornbury)
Maggie Tyrrell (another commitment)
Louise Powell (out of Thornbury)

2. To consider and approve the Minutes of the meeting of the Trust of 31 July 2018

32/18. The minutes of the Armstrong Hall Charitable Trust meeting held on 31 July 2018 had been circulated and were proposed as a true record by Clive Parkinson, seconded by Matthew Stringer and signed by the Chairman.

3. Matters Arising

33/18. It was noted that the Clerk had been in contact with CVS but a date for workshops to be run by Dick Whittington was still to be arranged.

34/18. Clive Parkinson deemed that the Armstrong Hall draft production and booking policies are a matter for consideration by the Management Committee.

35/18. The Deputy Clerk reported that the defibrillator for the Armstrong Hall has been ordered following a large donation by Thornbury Lions. Cllr Clive Parkinson requested that the Hall Manager send a 'thank you' letter to Thornbury Lions to acknowledge their kind donation.

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

36/18. Clive Parkinson reported that a meeting for the Armstrong Hall Working Group has been set up for the 3rd week in September. The working group is close to formalising a strategic overall plan which, once finalised, will be sent to the Trust for agreement.

5. To consider advice and actions required from the health and safety and fire risk assessments.

37/18. Clive Parkinson emphasised that these should be brought to the attention of the Management Committee but had been noted by the Trust.

6. To receive an update on any urgent operational matters

38/18. The Deputy Clerk reported that there were no urgent operational matters to update the Trust on.