

Minutes of the Meeting of the Armstrong Hall Charitable Trust
held on Tuesday 6 November 2018
in the Council Chamber at the Town Hall
at 7.00pm

Present: Shirley Holloway (Chairman)
Angela Symonds (Vice Chairman)
Vincent Costello (*arrived late*)
Benj Emmerson
Clare Fardell (*arrived late*)
Bob Griffin
Clive Parkinson
Guy Rawlinson
Pam Shipp
Jayne Stansfield
Matthew Stringer (*arrived late*)
Maggie Tyrrell

Sandra Richardson (Deputy Clerk to the Trust)
Wendy Sydenham (Administrator)

(Martin Trueman – absent)
(Lesley Tuck – absent)

1. Apologies for absence

Helen Harrison (out of Thornbury)

2. To consider and approve the Minutes of the meeting of the Trust of 2 October 2018 and any matters arising from those Minutes not covered on the agenda

47/18. The Minutes of the Armstrong Hall Charitable Trust meeting held on 2 October 2018 had been circulated and were approved and signed by the Chairman.

3. To note the Report of the Armstrong Hall Management Committee meeting held on 4 October 2018

48/18. The Report of the Armstrong Hall Management Committee meeting held on 4 October 2018 had been circulated and was noted.

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

49/18. Clive Parkinson updated the Trust on progress made by the Armstrong Hall Redevelopment Working Group. The fund raising working group had met last week and it had been agreed that the following questions be put to the Armstrong Hall Charitable Trust:-

1. To ensure that there are not delays imposed on the process due to the need to get approval from the Trust every six weeks, the Trust are asked to agree that the Working Group may continue to develop their

strategies without getting approval at every stage, subject to the Working Group providing a report on progress to the Trust every six weeks and the Trust reserving the right to override the Working Group if necessary.

2. The consultative document in March suggested that the finance for the redevelopment might come from several routes which included (i) a loan from the Town Council, (ii) the s106 finance from Park Farm and (iii) CIL finance. The Working Group requests that the Trust explores these options with the Town Council and informs them of the outcomes.

50/18. These questions/proposals were discussed and a number of issues confirmed. With regard to reporting progress, decisions with financial implications would always come to the Trust and this method of working could be kept under review and changed if necessary. With regard to funding options, it was confirmed that any loans would be taken out at the time the funds were needed, and that at this point it was just agreement in principle that was needed. The only funding that would need to be included in next year's budget would be for a fundraising manager or project manager.

51/18. Clive Parkinson proposed that both of the above proposals be accepted by the Trust. The proposals were seconded by Guy Rawlinson and unanimously agreed. It was also agreed that discussions regarding funding options would be taken forward by Council's Finance and Policy Committee.

5. To consider the future governance of the Trust

52/18. A summary of a recent meeting with our CVS advisor had been circulated and was noted. This had covered different options for governance structure including the advantages and disadvantages of each option. Clive Parkinson proposed that a working group be set up to explore these options in more detail. The working group would comprise of Clive Parkinson, Maggie Tyrrell, Jayne Stansfield, Benj Emmerson, Shirley Holloway and Guy Rawlinson.

(Vincent Costello arrived at the meeting.)

6. To consider the future for Miss Saise's Cottage

53/18. The Deputy Clerk reported that the person who had been renting the space had now cleared everything out and the building had been made safe. The next step would be to consider options for the future of the property. It was agreed that we should locate paperwork regarding options for the property that had been put together 10-15 years ago as a starting point for discussion.

(Clare Fardell and Matthew Stringer arrived at the meeting.)

7. To receive an update on any urgent operational matters

54/18. There were no urgent operational matters.