

Minutes of the Meeting of the Armstrong Hall Charitable Trust
held on Tuesday 8 January 2019
in the Council Chamber at the Town Hall
at 7.00pm

Present: Shirley Holloway (Chairman)
Vincent Costello
Benj Emmerson
Clare Fardell
Bob Griffin
Helen Harrison
Clive Parkinson
Pam Shipp
Jayne Stansfield
Matthew Stringer
Maggie Tyrrell

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

(Lesley Tuck – absent)

1. Apologies for absence

Ashley Bijster (work commitments)
Guy Rawlinson (out of Thornbury)
Angela Symonds (out of Thornbury)
Martin Trueman (work commitments)

2. To consider and approve the Minutes of the meeting of the Trust of 6 November 2018 and any matters arising from those Minutes not covered on the agenda

1/19. The Minutes of the Armstrong Hall Charitable Trust meeting held on 6 November 2018 had been circulated and were approved and signed by the Chairman.

2/19. In relation to item 49/18 of the minutes, the Clerk agreed to clarify the process for making a claim against the s106 Park Farm funds and report back.

3. To note the Report of the Armstrong Hall Management Committee meeting held on 8 November 2018

3/19. The Report of the Armstrong Hall Management Committee meeting held on 8 November 2018 had been circulated and was noted.

4. To consider a report on the next steps for the Armstrong Hall redevelopment

4/19. The Clerk had circulated a report outlining the progress made so far with the redevelopment, but also outlining the reasons that the project was not moving

forward at a fast enough pace. The Clerk had made three recommendations in the report to allow the project to move forward more quickly – first, confirming funding to progress the pre-application process; second, confirming funding to cover fundraising and project management roles; and third, the main focus for the working group as the project progresses.

- 5/19. The recommendations were discussed in detail and Clive Parkinson proposed that the Trust request that Council make £2000 available to allow progress to be made with pre-application discussions with South Gloucestershire Council. The proposal was seconded by Helen Harrison and unanimously agreed. Clive Parkinson also proposed that the Trust support in principle all three of the recommendations made by the Clerk. The proposal was seconded by Helen Harrison and unanimously agreed.
- 6/19. With regard to the funds already raised by the “Backstage Appeal”, it was confirmed that this would not be used in relation to the three recommendations in this report. It was further confirmed that the working group had requested that the wording of the original donation paperwork would be checked to see what conditions/restrictions had been placed on it.
- 7/19. Clive Parkinson confirmed that a meeting would need to take place quite soon of the working group that had been formed to look at the future governance of the Trust.

5. To consider the future for Miss Saise’s Cottage

- 8/19. The Clerk confirmed that she had located drawings and costings from 2000/2001 of the various options for Miss Saise’s Cottage. It was agreed that these were too old to be of any real use and that a buildings surveyor or architect be instructed to review the property, consider options for it and produce new drawings and costings.

6. To receive an update on any urgent operational matters

- 9/19. The Clerk reported that quotes were being sought for repairs to the ceiling at the back of the changing rooms which had recently fallen in. It was hoped that the quotes would be available for the Armstrong Hall Management Committee meeting on 10 January 2019 as the work needed to be done urgently in time for future productions.