

Minutes of the Meeting of the Armstrong Hall Charitable Trust
held on Tuesday 11 June 2019
in the Council Chamber at the Town Hall
at 7:00pm

Present: Angela Symonds (Chairman)
Benj Emmerson
Guy Rawlinson
Clare Fardell
Chris Davies (arrived late)
Maggie Tyrrell
Eva Fielding
Clive Parkinson
Matthew Stringer
Shirley Holloway
Martin Trueman
Bob Griffin

Louise Powell (Clerk to the Trust)
Hannah Cornford (Minutes)

Absent: Ashley Bijster

1. **Apologies for absence**

Pam Shipp (indisposed)
Helen Harrison (out of Thornbury)
Jayne Stansfield (another commitment)

2. **To consider and approve the Minutes of the Annual General Meeting of the Trust of 8th May 2019 and any matters arising from those minutes not covered on the agenda.**

43/19 A correction was made; it had been agreed that Clive Parkinson is to chair the redevelopment working group. All other existing members would like to remain on the group. The minutes were then amended. Angela Symonds proposed this, seconded by Matt Stringer and unanimously agreed.

3. **To receive an update from the Clerk on the Armstrong Hall Project Manager post**

44/19 The Clerk stated that following interviews, a candidate had been appointed and was due to start on the 15th July. They had attended the last Hall Advisory meeting before officially starting in their post.

4. **To receive an update from the Redevelopment Working Group – including the pre-application meeting with South Gloucestershire Council**

45/19 Clive Parkinson presented the update. It was pleasing that the new project manager had attended. In the absence of any fundraising expertise, the group

felt it necessary to involve a fundraising consultant. The Group also noted the company contracted to complete the initial architectural work had fulfilled their brief and the architectural services for the next stage should go out to tender again. The funding for both points was discussed and the Group sought approval to obtain quotes for a fundraising consultant and to put the architectural services out to tender. Approval of this request was proposed by Benj Emmerson, seconded by Guy Rawlinson and unanimously agreed.

46/19 The pre-application meeting had been attended by Clive Parkinson, The Clerk, View Architects, Rackham Planners and representatives from South Glos: a planning officer, conservation officer and urban design officer. It was disappointing that a highways engineer was not present. The senior planning officer had felt it was a suitable type of development for the site, but requested the footprint of the building to be reduced in relation to the High Street Buildings. They wished the Cossham Hall to stand out more from the new development so questioned the façade onto Chapel Street and the positioning of the gables in the plans.

47/19 The Trust's desire is to make Chapel Street more pedestrian friendly and although Shared Spaces was explored and found not to be preferable, the senior Planning Officer felt the objective could be achieved. They questioned the future of Miss Saice's Cottage and felt that it should be renovated for domestic or office use. They were not in favour of changing the cottage to be an entrance to the new hall from the High Street.

48/19 The Clerk added that the planner was not against bringing the frontage of the building forwards up to the edge of Chapel Street and felt that the meeting had been very positive. Benj Emmerson noted that Miss Saice's Cottage had stood in poor repair for a significant amount of time and felt that work should be started on it in a timely manner. It was agreed this would be one of the first objectives for the new Hall Project Manager.

5. **To receive an update on any urgent operational matters**

49/19 There were none.