

## **CHARNEY HALL & FIELD TRUST (CHAFT)**

### **MINUTES OF MANAGEMENT COMMITTEE HELD 12<sup>TH</sup> AUGUST, 2019.**

**Present:** Helen Royan, Philippa McRobert, Christine Trotman, Mary Castle, David Sibbert and Lucy Gildersleeves (Chair)

Also in attendance Peter Busby

**Apologies:** Diane Ewart, Evelyn Campbell, and Bruce Royan.

#### **1. Appointment of minute secretary for the meeting.**

David agreed to take the minutes.

**2. Minutes of meeting of Management Committee held 8th July, 2019.** The minutes were approved as a true record and signed by the Chair.

#### **3. Matters arising from the minutes of the meeting held 8<sup>th</sup> July, 2019**

There were no matters arising.

#### **4. Financial report (circulated prior to the meeting)**

The report by the Treasurer (Christine) was noted.

#### **5. The Playing Field (Lead Officer David)**

(a) 'Lead Trustee Strategy - Management of Charney Field' (report from David S. circulated with the agenda)

The report outlined an approach which balances delegation with accountability and was approved by the Management Committee.

(b) Safety of the Field Woodland Area (confidential report from David S. and Peter B. circulated with the agenda)

The report provided information on the action being taken with the Parish Council to ensure the woodland area is safe. David S. gave a flip chart presentation. Following discussion the Management Committee agreed a course of action which will be recorded in a CONFIDENTIAL MINUTE to be written and circulated by Lucy. **ACTION: Lucy.**

(c) New bench.

The Parish Council is planning to replace five village benches, subject to adequate finance being available. They have asked if CHAFT would like one of them for the field and if so would they be prepared to make a donation. The Management Committee agreed to donate £150 towards the cost of a new bench to be placed in the children's play area should the Parish Council proceed with the initiative.

#### **6. Fund Raising/events (Lead Officers Helen and Diane)**

(a) Details of a Recycling4Charity scheme relating to ink cartridges received from Community First were discussed. It was agreed no action should be taken.

(b) Village Fete.

An outline plan of the event was circulated by Helen and agreed. Trustees were asked to consider the plan in detail and contact the organisers with any offers of help. **ACTION: ALL**

(c) Vale of White Horse DC Festival Grants Scheme.

Helen suggested a village event might be arranged on May bank holiday 2020 (now on a Friday 8<sup>th</sup> May) possibly linked to the 75<sup>th</sup> Anniversary of VE Day) It might be appropriate to ask if The Chequers wanted to be involved. Consideration would also be given to applying for a grant from the VWHDC Festival Grants Scheme. Helen agreed to investigate further and report back to a future meeting. **ACTION Helen.**

### **7. Village Hall (Lead Officer Christine)**

Christine provided an oral update on the action taken on the issues identified in the Fire Safety and Health & Safety Assessment report discussed at the last meeting. She is also preparing a master file on all issues associated with the effective management of the hall.

### **8. CHAFT Management/Administration (Lead Officer Lucy)**

(a) Appointment of Secretary

A villager had expressed an interest following the recent email sent out via the village email messaging system. Christine has made arrangements to speak to her.

(b) Governing Document.

Christine and Mary reported an update would be provided in time for discussion at the next meeting.

### **9. Any other business.**

Date of next ordinary meeting Monday 14<sup>th</sup> October at 7.30pm

Provisional date for a special meeting to discuss the Field Woodland (if needed) Friday 27<sup>th</sup> Sept at Mary's at 7.30pm.

END DS 13:08:19.