

# Minutes of Management Committee of Charney Hall & Field Trust

## Virtual Zoom meeting 14<sup>th</sup> April 2021 at 6.30 pm.

### Present

#### Trustees

David Sibbert (Interim Chair)	History Group representative
Neil Dobson (Vice Chair)	Table Tennis representative
Christine Trotman (Treasurer)	Village College representative
Annabel Brown (Secretary)	Elected Village representative
Lucy Gildersleeves	St. Peter's PCC representative
Evelyn Campbell	Parish Council representative
Mary Castle	Parish Council representative
David Jones	Elected Village representative
Philippa McRobert	Elected Village representative
Bruce Royan	Field Safety Officer

#### Apologies

None

1. Apologies for absence as above.
2. Declaration of Interests – None
3. Approval of Minutes of the Management Committee held in Virtual Zoom on 10<sup>th</sup> February 2021  
**Agreed Proposed LG/Seconded PMc**
4. Matters Arising from the Minutes (not otherwise on the agenda)
  - a) Safeguarding Training -Tessa Hall from Community First has indicated that some Safeguarding Training is to be arranged hopefully before halls open fully on 17<sup>th</sup> May. No dates have been proposed as yet.  
No further action is necessary on the alleged safeguarding issue reported in the last meeting.
  - b) Mobile defibrillator - no further information is available as yet.
  - c) Fire Safety Assessment and Health & Safety Hazard Assessments – David Jones reported he had completed the assessments following individual safety tours with DS, CT and Ian Taylor (in an advisory capacity). The Hall had been found in good condition clean and well managed. A total of 26 actions had been identified covering maintenance and potential improvements. A full report will be submitted for consideration at the next meeting. Processes for addressing the identified actions will be proposed alongside the report. It was agreed the report would be circulated as soon as it has been finalised.
  - d) Footpath 158/8 – At the last meeting the Management Committee had resolved they were minded not to apply for Footpath 158/8 to be given bridleway status. The Parish Council had been made aware of the decision and the County Council informed. The decision to retain 158/8 as a footpath was confirmed.

**Agreed Proposed DS/Seconded LG**

Some discussion took place regarding how horse access could be restricted to the field. It was decided that an educational approach would be tried before thinking of using some kind of barriers. A number of suggestions were made and LG proposed

that the Woodland Renovation Group would take this on board and report to the next meeting.

Agreed with thanks

Action LG/EC

5. Management of Village Hall and Charney Field- There has still been no definitive reply from Community First but our enquiry has been referred to ACRE for advice. We are expecting a response by the end of April. Trustees may request a copy of the submission from DS.
6. Finance – No questions were submitted on the papers prior to the meeting. Trustees agreed the actions taken by the Treasurer to apply for Government Grants.

Agreed Proposed DS/Seconded DJ

- a) Finance Report Statement of Financial Activities to 31.3.21- noted
  - b) Treasurers Report on Annual Accounts to 31.3.21- some discussion took place regarding Grants and it was agreed that £15,000 should be transferred into our United Trust Account leaving enough accessible for projected expenditure during 2021/22. Any expenditure for small projects greater than £100 will need the signature of 2 trustees. Proposals 1-9 in Treasurer's report were agreed.
  - c) CHAFT 5-year budget plan – discussion took place, ND questioned whether £1000 costing for replacement swing seats was correct. CT explained £250 per seat was her best estimate at present.
  - d) Reserves Policy - noted
7. Hall Update (CT)
- a) Government Grants- no questions
  - b) Re-Opening- Cleaning has been carried out. There seems to be a little dampness but this may be due to condensation as the Hall has been closed for so long. Some discussion occurred around this issue and possible replacement of the notice boards if they do not dry out. A Legionella survey was carried out and VWHDC were happy with the responses.  
The Hall will be used for the Local Elections on 6<sup>th</sup> May and the list of actions in preparation for this have been completed.  
Very few groups are likely to use the hall once re-opening is allowed. Possibly one group of Pilates, Table Tennis and possibly Yoga. Risk assessments will need to be carried out by each group, details of anyone entering the building will be recorded, a new QR code and special booking arrangements will be needed.
8. Field Update (BR)
- a) Independent Safety Inspection - very few issues were highlighted and these were of low risk. Covid19 Risk Assessment should be reviewed on a regular basis. The play park will need replacing and possibly the webbing underlay. It is possible that the Charney Army would be able to help with this process and also the reduction of the barked area and turfing of the area no longer covered by bark. Weeds have been removed from the barked area.
  - b) Weekly Inspections – The park is being well used and families have expressed how grateful they are to have the field and Play Park for their use.  
It was noted that the grass cutting machinery has caused damage to the base of some of the fencing. It was suggested that wild flowers could be planted in these areas to avoid the need for grass cutting so close to the fencing.  
The rabbits are back and some refilling of holes will be necessary as they constitute a trip hazard. There is a large warren under a concrete area in McBains yard. It was suggested that McBains should be contacted as it is their responsibility to control the population on their land.
  - c) The football nets need to be replaced but as the rabbits are evident again new netting may quickly become damaged. It was suggested that a system of rolling up the netting after use might solve this problem there seems to be less discarding of used dog waste bags since the notice went out in Charney Chatter. Some fouling is still occurring but it is reduced.

Action DS/ND

Many thanks to Bruce for his continued hard work on behalf of CHAFT.

- d) Incident Report- This was briefly discussed and it was felt that this highlighted the need to restrict horse riding to the existing bridleway which runs along the southern boundary or the field.

#### 9. Woodland Renovation Group

- a) Progress Report- further to the report already circulated the group has had a walk around looking at sites for dry hedging and pathways to stop the new plantings being trampled on. Harrowing of the area before planting will be necessary and it is hoped that Mr Fitzgerald O'Connor will agree to help. Action LG

LG reported that the Forestry Commission did allow flexibility in replanting (whips do not need to be planted in rows). Several planting plans produced by residents have been submitted and are being correlated by Ruth Clements. A resources page has been added to the Website. EC reported the success of her recent Helicopter survey on behalf of the Parish Council and offered her services if a similar approach would be useful to the Woodland Group.

The Woodland Group has a good working relationship with the Charney Army by liaison with the Parish Council and Peter Busby.

Lucy Simmonds has been welcomed to the group.

- b) Draft Management Plan- this planning tool will be very useful from a costing point of view feeding into the CHAFT 5year plan and also as a maintenance plan.

#### 10. Social and Fundraising Events 2021-22

LG reported that she has recruited Tamsin Rawlings who is a professional fundraiser and will be a great asset. From June all social restrictions will be lifted so a Fete could be possible probably on Saturday 4<sup>th</sup> September. This date has been suggested as it does not clash with other local events). The Fete would be a joint enterprise with the Church.

Agreed Proposed AB/Seconded CT

Other fundraising events might also be possible. A car boot sale on the field was suggested. All ideas should be forwarded to LG.

100 Club- EC reported that £200 extra has been made on the 100 club which has made a record profit of £1200. Sally Hawkins has been amazing recruiting more players and encouraging people to buy extra numbers. The trustees would like to send formal thanks to Sally.

Agreed Proposed DS/Seconded LG

#### 11. Parish Council Minutes 10<sup>th</sup> March 2021- The Parish Council Minutes regarding Footpath 158/8, the Woodland Project Group, The Joint Liaison Group and the Proposed Charney Army Projects 2021 were noted.

#### 12. Forward Diary – noted

#### 13. Questions from the Public - None

#### 14. Dates of Next Meetings

- a) Special Meeting to be held on 12<sup>th</sup> May by Zoom Agreed
- b) Date of AGM and first meeting of newly elected Management Team to be agreed at 12<sup>th</sup> May meeting.

#### 15. A.O.B - None

Meeting closed at 8.45 pm

Minutes Submitted by A.J. Brown 20.4.21

Approved by