

Minutes of the First Meeting of the Management Committee of Charney Hall & Field Trust 2021/22

Virtual Zoom meeting 7th July 2021

Present	Trustees	
	David Sibbert (Chair)	History Group representative
	Neil Dobson (Vice Chair)	Table Tennis Group
	Christine Trotman (Treasurer)	Village College
	Annabel Brown (Secretary)	Elected Village representative
	Mary Castle	Parish Council representative
	Evelyn Campbell	Parish Council representative
	David Jones	Elected Village representative
	Officers	
	Bruce Royan	Field Safety Officer
	Members of the public	
	Trevor Brown	Parish Clerk
	Peter Busby	
	Julie Ingram-Johnson	
Apologies	Lucy Gildersleeves	St. Peter's PCC representative

1. Apologies for absence as above.
2. Approval of Minutes of the Management Committee held in Virtual Zoom on 23rd June 2021
Proposed ND/ Seconded CT Agreed

Matters Arising from the Minutes – CT noted that the gazebos had not yet been purchased but would be shortly.

3. Appointment of officers
 - a. Nomination for the position of Chair. Neil Dobson was nominated by DS.
Proposed DS /Seconded DJ Agreed
Neil Dobson took over the position of Chair for the rest of the meeting
 - b. Annabel Brown indicated willingness to continue in the position of Minutes Secretary.
Proposed MC/Seconded CT Agreed
 - c. Christine Trotman indicated willingness to continue in the position of Treasurer.
Proposed DS/Seconded MC Agreed

No nominations were received for the position of Vice-Chair. DS suggested that with the Lead Officer Strategy it is not essential. ND felt that with the support of the Trustees this would be acceptable.

4. Other officer appointments.
 - a. Auditor - Peter Leaver is retiring but has indicated that he would be willing to continue for one more year if an alternative cannot be found. Some discussion occurred around this issue and it was agreed that some efforts should be made to find someone. ND asked if an auditor needed to have any qualifications. CT replied that in the past we have always asked someone with accountancy qualifications. DS suggested a possible candidate and CT would approach him.

- b. Booking Secretary - John Wright has indicated that he is willing to continue in this role for one more year but is hoping to set up an electronic system for booking which would make the process easier to manage. DS felt that John Wright might like some support from a Trustee possibly in this role.
 - c. Field Safety Officer - Bruce Royan agreed to continue in this role as Field Safety Officer of the grassland area but not the woodland which would come under the responsibility of the Woodland Project Group. Proposed DS/Seconded MC Agreed
 - d. Woodland Project Officer- Lucy Gildersleeves had indicated her willingness, prior to the meeting, to take over this role. Proposed NB/Seconded DS Agreed
 - e. 100 Club - Evelyn Campbell indicated her willingness to continue in this role and reported that Sally Hawkins was also willing to continue. Proposed DJ/Seconded MC Agreed
5. Appointment of lead Trustees
- a. Hall Lead - Christine Trotman indicated her willingness to continue with support from David Jones. Proposed DJ/Seconded MC Agreed
 - b. Field Lead - David Sibbert indicated his willingness to continue in this role for the Grassland Area Proposed DJ/Seconded CT Agreed
 - c. Events and Fundraising Lead- it was proposed to defer this appointment until the next meeting due to the absence of LG Agreed
6. Appointment of officers to undertake Hall Fire Safety and Health & Safety assessments – David Jones indicated his willingness to take on this role Proposed ND/Seconded DS Agreed
7. Appointment of members of Joint Liaison Group (which played an important role developing Memorandum of Understanding in collaboration with the Parish Council). LG had indicated, prior to the meeting, her willingness to take on one of the three positions. It was proposed that Neil Dobson would take the lead supported by LG and DS. Proposed AB/Seconded CT Agreed
8. Dates of future meetings. It was proposed that meetings would take place on the second Wednesday of each even month. Agreed
9. Any Other Business
- a. Fete – LG had previously indicated that there was a meeting planned for the organisers.
 - b. HAVE YOUR SAY! – Some discussion took place as to whether this event would be more appropriate at the Fete or on a separate date in the Hall. MC indicated her preference for a Saturday Afternoon Tea event as this had been so successful last time. ND noted that it is important to get Children/Teenagers involved in the event so that they can put their views forward. ND and MC will meet to discuss this further for consideration at the next meeting.
 - c. TOR for Woodland Renovation Group – Discussion on this will be deferred until the next meeting as it was not possible to circulate the documents in time for this meeting.
 - d. Update on Bark Replacement – BR indicated that this was almost resolved. The cheapest option had been agreed by the working party of approximately £1,800. Timing for the delivery is reliant on the availability of a trailer to move the wood chippings which is being finalised. The wood surround will be moved to reduce the size of the area and top soil will be needed to fill the gap which would be initially planted with wild flowers as it is an inappropriate time of year to sow grass seed or lay turf. The existing membrane may need patching as it has been damaged by the growth of Aspen Suckers. The Charney Army has offered kindly to weed the area. ND

thanked Peter Busby for his work in getting together the quotes and the work of the Charney Army.

- e. Safeguarding Training – AB reported that she had attended Safeguarding Training organised by Community First. She felt very reassured by the training but needed to check our Safeguarding Policy and the Hiring Agreement against the recommendations made. The paperwork had only just been sent out by CF and she will report more fully at the next meeting.
- f. Field Update - ND reported that the rabbits were still a considerable problem. BR suggested that the holes will need to be filled. ND noted that it might be possible to keep them at bay by chicken wire fencing set at an angle to the base of the boundaries but this will need further research and discussion.

ND feels that his role as chairman is to coordinate, pull together all the skills and enthusiasms of the group. AB said that she would like to thank DS for all his hard work in the past year as Interim Chair. Unanimously agreed.

The next Meeting will be on 11th August 2021 at 6.30pm either by Zoom or in the hall. Legally it is unclear whether we need to meet in person. TB reported that CHAFT's situation is probably different from the Local Government guidelines but that the PC is no longer allowed to hold virtual meetings. We will need to check Charity Guidance but ND's preference would be to continue in Zoom. MC supported his idea. DS said we may need to make a case for holding it in Zoom. ND felt that we could make the decision later in July.

Meeting closed at 7.50 pm.

Signed

Date

Minutes submitted by AB on 10.7.21