

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

Virtual Zoom meeting 13th October 2021 at 6.30 pm

Present	Trustees	
	Neil Dobson (Chair)	Table Tennis Group
	Christine Trotman (Treasurer)	Village College
	Annabel Brown (Secretary)	Elected Village representative
	Evelyn Campbell	Parish Council representative
	Mary Castle	Parish Council representative
	Lucy Gildersleeves	St. Peter's PCC representative
	David Jones	Elected Village representative
	David Sibbert	History Group representative
	Bruce Royan	Field Safety Officer
	Members of the Public	
	David Roberts	Parish Council Chairman
	Kay Adamson	Parish Councillor
Apologies	None	

CHAFT trustees agreed that CHAFT may hold Trustee Management meetings either in person or virtually using meetings software (such as Zoom). CHAFT trustees shall collectively make the decision in advance on in-person or virtual in respect of any given meeting, and the chosen medium shall be clearly identified on the agenda and communicated to the local community so that members of the public wishing to attend may have access as appropriate in person or virtually on request to the CHAFT secretary. The minutes of Trustee Management meetings, whether held in person or virtually, shall be made available on the website. CHAFT delegated working parties may meet in whatever method the members of said working party feel is best suited to their operation, but shall report back to CHAFT trustees at regular intervals on the progress of their work.

DS chaired the meeting as ND joined after 6.30pm

1. Apologies for absence - none
2. Declaration of interests - none
3. Approval of Minutes of the Management Committee held in Virtual Zoom on 11th August 2021

Proposed DJ/ Seconded CT Agreed

4. Matters Arising from the Minutes not otherwise on the Agenda
LG noted that the PAT testing in the Village Hall had been completed but that there was no current training available.
5. Joint Liaison Group Report - there were no comments on the Draft Minutes 21.08.21 which had been previously circulated.

6. Financial Update (CT) – reports were circulated prior to the meeting and no questions were asked. CT commented that £66 had been paid as an insurance premium related to the Woodland Renovation Project since the report was produced.

David Roberts joined meeting 6.48pm

7. Woodland Renovation Project Progress Report (LG) – LG noted that there had been a response from BBOWT regarding biodiversity advice. We are now awaiting a quotation from them for a biodiversity report. LG had been in contact with WWM regarding the request to extend the number of different tree species allowed in the replanting scheme. The Forestry Commission does not seem willing to change the initial plan. However, with advice from Jim Gardiner, it may be that since the area for replanting is not as great as the quarter hectare quoted in the scheme it is likely that the original conditions may not apply. A meeting of the Woodland Project Team is planned for next week in order to develop the planting scheme. ND noted that as Oak Trees are slower growing but will grow to a greater height than other species positioning needs to be carefully considered in order that no shadowing occurs.
8. Events – LG noted that the Fete had been a great success. A review meeting is planned for the Fete Team to consider what went well and what could be improved in readiness for next year.

LG suggested that the Fete be held at the same time next year (first Saturday in September). If the date was settled now plans and bookings could be put in place in good time. This was agreed by Trustees.

9. Hall Update (CT/DJ) – Report circulated prior to the meeting. CT commented that there is a need to open up the hall more. This could be helped by relaxing the stipulations on mask wearing, social distancing and hand sanitising in line with Government Guidelines and that the Conditions of Hire would be adjusted accordingly.

MC stated that she was not happy with this change in view of the number of Covid cases currently reported.

AB felt that people should be strongly advised to use masks, hand sanitisers and observe social distancing.

MC added that hand sanitiser should still be available as people usually use it as a matter of course.

It was proposed that the Conditions of Hire of the Hall should be adjusted in line with legal requirements.

Proposed CT/Seconded DJ Agreed with one abstention (MC)

ND noted that it was difficult to adhere to the one-way system of movement in the hall now that the evenings are darker as there is no lighting outside the exit doors.

DJ commented that this would be included in the next phase of improvements to the hall along with installation of extraction fans to the hall and storeroom in order to avoid the need to keep the windows open in the colder weather. He noted that users might have to tolerate a certain amount of noise from these fans.

DJ noted as documented in the Hall Report that the Fire Alarm Testing had been completed with some replacements. He also noted that the Tea Urn should be descaled more regularly.

- a) Broadband in the Village Hall – DS noted that David Harman is prepared to hold an informal meeting with interested parties to discuss the advantages of Broadband and the type which would be most suitable.

It was proposed that an informal 30 min meeting be arranged.

Proposed DS/ Seconded CT Agreed.

ND noted that Ultra Fast Broadband could be available free for one year through the County Council Scheme. We could then cut to a cheaper option after the free year. DS felt that it was unlikely that UFB would be available for Charney and that Super Fast

Broadband would be sufficient for our needs. CT had already put an application in for the UFB option and was asked if she could check what the current position was. **Action CT**

10. Field Update (DS) – Grassland Report had been circulated prior to the meeting. It was noted that the grass seed applied in the play area was growing well.

DS noted that a Safety Policy needs to be produced for the Woodland Area, Charney Wick Ditch and Bridle Path in line with the insurance policy.

a) New Bench – Amanda Graham is meeting with BR/DS shortly to discuss her kind offer. Tim Fitzgerald O'Connor has no problem with the bench facing west although it is uncertain whether the polo ponies will be returning to the fields. It is important that the bench is positioned so that it does not hamper the grass cutting.

Bruce Royan joined meeting 7.07pm

b) Field Safety Oral Report (BR) – The Annual Inspection of the Field is due in February so this may be a good time to consider topping up the bark chippings as the winter weather is likely to cause deterioration. The small picnic table has been removed from the play area (where it had been placed by an unknown party) because it is likely to tip as it is not anchored to the ground. The dog fouling problem has not been too bad and the rabbit incursion doesn't seem to have worsened.

11. Safeguarding Training Report (AB)- Report circulated prior to the meeting. AB noted that the MASH number had been changed on the Safeguarding Policy and CT kindly said that she would laminate a copy for the hall. **Action CT**

DBS checks for trustees were discussed. LG stated that the Table Tennis Club should be responsible for its own DBS checks but that it would be useful for ND and LG to be checked under the CHAFT Charity. AB said that she would make further enquiries. **Action AB**

12. Facebook Account - AB reported that she had difficulty getting a CHAFT Business Face book Account set up which would link to the Charney Village Face book page without compromising her personal Facebook accounts. KA said she thought this would not be possible. AB said that she would seek further advice. **Action AB**

13. Parish Council Minutes – link provided for trustees on Agenda. No comments were made.

14. No questions from the public were received.

15. A.O.B – None

16. Next meeting – after some discussion it was decided that the next meeting will be held on Wednesday 17th November 2021 at 6.30pm.

Signed

Date

Minutes submitted by AB on 20.10. 21