

**Management Committee of Charney Hall & Field Trust**  
**Meeting on Wednesday 12<sup>TH</sup> April at 6.30 pm in the Village Hall**  
**Agenda**

1. Apologies for absence
2. Declaration of interests
3. Safeguarding Incidents and Accidents Reports (AB)
  - a) Review of Safeguarding Policy (AB) (attached)
  - b) Review of Equal Opportunity Policy(AB) (attached)
4. Approval of Minutes from Meeting of Management Committee held on 1<sup>st</sup> February  
<https://charneybassett.org.uk/hq-ch/wp-content/uploads/2023/02/Draft-Minutes-1.2.23-1.pdf>
5. Matters Arising from the Minutes not otherwise on the Agenda
6. Parish Council Draft Minutes of the Meeting held on 8<sup>th</sup> March  
[https://charneybassett.org.uk/hq-ch/wp-content/uploads/2023/03/20230308\\_CBPC\\_Meeting\\_DraftMinutes\\_V1.pdf](https://charneybassett.org.uk/hq-ch/wp-content/uploads/2023/03/20230308_CBPC_Meeting_DraftMinutes_V1.pdf)
7. Governance
  - a) Updated explanatory guidance on the Governing Document (CT)(attached)
  - b) Updated Portfolios (draft attached)
  - c) MOU update (Oral)
8. Finance Update (CT) Financial Report and Statement (attached)
  - a) CHAFT 5 Year Budget Plan 2023 (attached)
  - b) CHAFT Reserves Policy 2023 (attached)
  - c) CHAFT Finance Policy 2023 (attached)
9. Hall update (CT/DJ)
  - a) Hall Report (CT) attached
  - b) Safety, Maintenance and Refurbishment Reports (DJ)(attached)
  - c) Fire Risk Assessment and Health & Safety Policy and Overview (DJ)(attached)
  - d) Health & Safety Hazard Risk Assessment(DJ)(attached)
10. Charney Field
  - a) Safety Officer Report on play park and grassland (BR) (attached)
    - Annual Inspection of the Field (attached)
  - b) Woodland Management Update (LG)
  - c) Draft Charney Field Safety Policy and Procedures (DS) (attached)
  - d) Draft Terms of Reference for Charney Field Sub Committee(DS) (attached)
    - Recommendations for consideration (DS) (attached)
  - e) Management of Bridle Path and Charney Wick Ditch
    - Meeting with Environment Agency
  - f) Outdoor Table Tennis Table progress (ND)
11. Risk Assessment Policy (CT) (draft attached)
12. Events Update
  - a) Fete
  - b) Field Events (Rounders?)
13. CHAFT Recruitment Initiative
14. Questions from the Public
15. A.O.B
  - a) Date of next meeting