

Minutes of the Annual General Meeting of Charney Hall & Field Trust

Wednesday 20th July 2022 at 6.30pm in the Village Hall

Present Trustees

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

Officers

Bruce Royan	Field Safety Officer
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Members of the public

None

Apologies None

1. Chair welcomed everyone to the meeting. No apologies had been received.
2. Annabel Brown was appointed secretary for the meeting.
3. Approval of the Minutes of AGM held on 7th July 2021 as a true record.

Proposed CT/Seconded NB Agreed
signed as a true record by the chair

4. Matters arising from Minutes of AGM held on 7th July 2021 - None
5. Annual report of Trustees

LG noted an error in the Christian name of Mr Fitzgerald O'Connor. Also, a correction to the amount raised for CHAFT from the Fete.

The Chair extended his thanks to the Trustees and everyone who had supported CHAFT over the past year.

Village Hall Report - DJ noted that there had been 3 quotes for the improvement of the heating system (£6,000, £11,000 and approximately £6,000) the one selected is likely to include air conditioning. CT noted that a connection for fibre optic broadband looks a possibility. ND commented that £1,500 government grant available to suppliers towards installation. MC noted that OCC don't appear to be indorsing any particular supplier. There had been a recent offer to residents from airband.co.uk and the PC are considering the offer of a presentation from this company.

Charney Field Report - LG noted that residents seemed very supportive of the Woodland and the planting was a good community event. More volunteers were available than could be made use of. Hopefully these volunteers could be harnessed for future projects.

DJ asked how CHAFT can control the grass cutting of the field and does liaison with the Charney Army have to go through the PC. MC commented that it was best if it was structured in this way. LG noted that timetabling grass cutting would form part of her plan for the field. MC asked if the trees were struggling in the recent hot and dry conditions. LG reported that the conditions encourage the roots to go deeper and the loss of a few trees would not be disastrous as so many were planted.

Treasurer's Report- LG asked about the effectiveness of the CO2 meter. CT replied that it is a good indicator of air pollution when the doors are closed indicating that the doors should be opened. Not all users take notice of this warning so it may not be as effective as we hoped. MC commented that it shows groups hiring the hall that we are taking COVID control seriously. DJ noted that air conditioning will help with air purity.

ND noted that whilst cash balances look healthy they are all budgeted for. DJ commented that all the likely expenditure is planned for. ND suggested that it might be useful to develop a document so that residents can easily understand how the funds are likely to be spent. DS commented that a plan was already in existence.

6. Approval of Annual Financial Statement

Proposed CT/Seconded MC Agreed

7. Questions raised by residents- None were received.

8. Representatives of local organisations

The chair welcomed those nominated by, and representing their organisations, to the management committee for 2022/23. The Vale Islanders, Coffee Club and Ukulele Group declined to offer representatives.

i. Lucy Gildersleeves	St. Peter's Church PCC
ii. Mary Castle	Parish Council
iii. Evelyn Campbell	Parish Council
iv. David Sibbert	History Group
v. Neil Dobson	Table Tennis

9. Election of village representatives

Christine Trotman, David Jones and Annabel Brown offered themselves for election as Village Representatives.

Proposed ND/Seconded LG Agreed

The Chair noted all trustees (elected and organisation representatives) will need to complete the Declaration of Acceptance of Office of Trustee.

10. Any Other Business – Governing Document Changes

Governing Document changes for ratification at the AGM having already been agreed and voted on at previous management committee meetings of the 6th April and 8th June 2022

1 Constitution –

changes to clause 4.

The Committee of Management (hereafter referred to as the Committee) shall consist, of eleven persons (hereafter referred to as Members) being eight Elected Members and three Representative Members

Changes to clause 6

Elected Members Subject as hereinafter provided for casual vacancies, the elected members shall be appointed at the annual general meeting to be held as hereinafter

provided and shall hold office from the end of the annual general meeting at which they are appointed.

Representative Members

1. Two Representative Members shall be appointed by Charney Bassett Parish Council.
2. One Representative Member shall be appointed by The Parochial Church Council of Charney Bassett, St. Peter's

2 Committee meetings

changes to clause 15

- (a) The committee will hold a minimum of four meetings in a year.
- (b) One such meeting must involve the physical presence of those trustees who attend the meeting subject to legal requirements or clinical advice.
- (c) Other meetings may take such form, including videoconferencing, as the members decide provided that the form chosen enables the members to both see and hear each other.
- (d) Members shall collectively make the decision in advance for in-person or virtually 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 secretary.
- (e) The minutes of Committee meetings, whether held in person or virtually, shall be made available to the public.
- (f) 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 Committee at regular intervals on the progress of their work.

3 Minutes and Accounts

changes to clause 18

- a) Minutes can be kept in electronic form.
- b) Books of account may be kept in electronic form.
- c) Trustees shall comply with their obligations under the Charities Act 2011 with regard to preparation and filing of Annual report and Accounts where this is required.

4 Rules

additions to clause 19

- (a) Create such sub-committees and working parties as the members see fit.
- (b) To do any other lawful thing that is necessary or desirable for the achievement of the objects.
- (c) The members may from time to time make regulations for the management of the charity and for the conduct of their business, including:
 - a. The calling of meetings
 - b. Methods of making decisions in order to deal with cases or urgency when a meeting is impractical
 - c. The deposit of money at a bank
 - d. The custody of documents
 - e. The keeping of authenticating of records.

5 Delegation

additions to clause 19

- a) In addition to their statutory powers, the members may delegate any of their powers or functions to a sub-committee or working party which must include one or more trustees. The sub-committee or working party

must act in accordance with any direction given by the members. It must not incur expenditure on behalf of the charity except in accordance with a budget previously agreed by the members and with the presence of a trustee.

- b) The members must exercise their powers to delegate at properly convened meetings except where they have made other arrangements for making decisions under clause 19 (amendment). Terms of delegation will be recorded in the minutes of such meeting.
- c) All acts and proceedings of sub-committees or working parties must be regularly reported to the Committee

6 Insurance

additions to clause 20

- a) Insure in respect of the play equipment
- b) Insure in respect of public liability and employer's liability.
- c) A charity trustee may benefit from trustee indemnity insurance cover purchased at the charity's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011.

7 Receipts and Expenditure

additions to clause 21

- a) Insure in respect of the play equipment
- b) Insure in respect of public liability and employer's liability.
- c) A charity trustee may benefit from trustee indemnity insurance cover purchased at the charity's expense in accordance with, and subject to the conditions in, section 189 of the Charities Act 2011.

CT proposed that the above changes to the Governing Document are formally ratified

Proposed CT/Seconded LG Agreed

Meeting closed at 7.05pm

Signed _____

Date _____

Minutes submitted by AB 25.7.22