

**Minutes of Charney Bassett Parish Council /Charney Hall and Field Trust Joint Meeting  
Held on Monday 12th December 2022 6.30 pm in the Village Hall**

Present: For CBPC David Roberts; Trevor Brown (Parish Clerk); Kay Adamson  
For CHAFT Neil Dobson; David Sibbert; Christine Trotman; David Jones  
Lucy Gildersleeves; Annabel Brown  
For Both Mary Castle; Evelyn Campbell

1. Agreement of Chair for the meeting

It was agreed that ND and DR would chair the meeting jointly.

2. Agreement of Minute taker for the meeting

AB agreed to take the minutes for the meeting.

3. Apologies for absence

David Nellist for CBPC

4. Approval of the draft minutes of the meeting of 27th April 2022

Approved

5. Property Ownership: letter from CHAFT to Parish Council of 6th December 2022 and legal advice from CHAFT Solicitor of 10th November 2022. Opportunity for Parish Council to ask questions.

No questions were asked

6. Other matters arising from the minutes of the meeting of 27th April 2022, viz:

- Land Registry Consent Form (item 1): suitability of form signed by the Parish Council on 11<sup>th</sup> October 2022

DS said he would send it off in the current form.

- Changes to CHAFT Governing Document (item 2): update on progress; CT reported that the constitution had been changed. TB asked if these changes had been approved by the Charity Commission and CT replied that they had. TB asked if the whole document would be published and CT replied that a summary would be published.

- Expectations of representative trustees (item 2) and production of generic guidance Document: update on progress  
DS explained that generic guidance already existed on the Charity Commission Website entitled the 'Essential Trustee' and that is what our trustees are bound by. There is also a '5-minute guide to being a Trustee'. He would supply links to the PC for information. ND explained that CHAFT appreciated that some people had more time than others to give to the Charity. Each Trustee had areas of responsibility and different areas of expertise.

- Charney Wick Ditch (item 3):

a) Provision of contact details for Environment Agency;

TB explained that he had never received specific contact details for the Environment Agency only the generic one which had already been passed on. ND understood that the Highways Officer had suggested that there should be some removal of the silt including under the bridge on Main Street. TB confirmed that was Highways view but it is Environment Agency advice that would need to be acted upon.

- b) Informal discussion with other adjoining owners;

ND noted that he had made an agreement with PC not to contact Riparian Owners until the ownership of the properties had been clarified. Two Riparian Owners would need to be contacted, but noted that there should be a courtesy call to others with property bordering on CWD.

- c) Notification of change in ownership.

ND understood that the PC would contact Riparian Owners to let them know of the change of ownership of CWD. DR commented that now that it is clear that CHAFT are the owners of CWD they should contact the Riparian Owners. TB proposed that an article in Charney Chatter should first be posted so that the news would not seem to be sudden. EC noted there will not be a January copy so the only alternative would be this might through a special Charney Chatter email. However this was not thought necessary.

- Memorandum of Understanding (item 4): whether to produce one and, if so What should be included and who by?

TB noted that the original MOU was created to outline each organisation's responsibility and was quite a complex document. There would now be no need to revert to this format. It was agreed that a MOU was still needed and that CHAFT was best placed to do the drafting. A Joint Liaison Meeting is necessary to discuss the creation of a new and simpler one. DS commented that responsibilities have now been clarified and he outlined ways that the PC could help CHAFT as there were several initiatives planned.

ND was concerned that the maintenance of CWD could be very expensive. DJ asked whether the PC had had a maintenance plan for the bridle path and CWD in previous years. DR replied that they had a reactive strategy and paid for work as necessary.

KA pointed out that a Custodian Trustee does not have any responsibility towards the properties. LG commented the PC still continued to have a role as the community local government body. An interchange of views took place; both organisations have to plan for their financial positions and neither have an endless pot of money.

- On-going relations between the two organisations: how should this be managed?

It was agreed that Joint Liaison Group meeting should continue to be held to discuss the way forward. CHAFT would produce the next agenda.

6. King Charles III Coronation: ideas under consideration by the Parish Council.

The PC is proposing to hold a similar event to the one held for the Platinum Jubilee on the afternoon of 8<sup>th</sup> May 2023. There will be discussion with the Chequers regarding their role in the celebration with the aim of plans needing to be finalised by March 2023. DR asked whether CHAFT wanted to be involved in the event. ND said that CHAFT would discuss this in their following meeting.

7. AOB – none

Meeting ended at 7.31pm

Minutes agreed at meeting of JLG on 25<sup>th</sup> July 2023