

# Minutes of the Management Committee of Charney Hall & Field Trust

Held in the Village Hall on 10<sup>th</sup> April 2024 at 6.30 pm

**Present Trustees**

Jamie Dean (Chair)	Elected Village representative
Christine Trotman (Treasurer)	Elected Village representative
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

**Apologies** Bruce Royan Field Safety Officer

**Members of the Public** Steve Champion  
Charles Eld  
Emma Folkard

1. Apologies for absence- as above
2. Welcome to Members of the Public – JD
3. Declaration of interests- None
4. Safeguarding Incidents and Accidents Reports – None.
5. Approval of Minutes of the Management Committee held on 21<sup>st</sup> February 2024  
**Proposed MC/ Seconded DJ Agreed**
6. Matters Arising from the Minutes not otherwise on the Agenda – CT noted that the contents of the First Aid Box had been checked with thanks to Philippa McRoberts who has agreed to continue to keep it up to date. AB had created a spreadsheet of the contents.
7. Parish Council Draft Minutes of the Meeting held on 13<sup>th</sup> March 2024. JD summarised paragraph **24/31** of these minutes.
8. Questions from the Public
  - a) Portrait of the King for the Hall – JD clarified CHAFT's previous position on this issue. After detailed discussion and considering the feelings of the PC as expressed in the emails from the clerk, and the members of the public present at the meeting. LG asked if the trustees would like to reconsider this decision.  
It was proposed that CHAFT should vote to discard their decision made on 21<sup>st</sup> February regarding the ordering of the King's Portrait by the Parish Council.  
**Proposed LG/Seconded JD carried by 6 votes to 1**  
It was further proposed that we agree to the Parish Council's Request to display a portrait of King Charles III in the hall on their behalf.

Proposed JD/Seconded EC carried by 6 votes to 1

- b) Allotment fencing payment arrangements- The Parish Clerk had written to LG to clarify the process of rabbit proofing the fenced boundary between the playing field and the new allotment site. As soon as the lease is signed the work will be contracted. He will let CHAFT know when the work is likely to start. On completion of the work he will check that CHAFT is happy with the work. The Parish Council will pay the whole amount in the first instance then CHAFT could reimburse the amount offered to the PC account afterwards.
  - c) Talking Tables Event – CHAFT thanks the Parish Clerk for forwarding the details of this event but nobody is available and would be grateful for any useful information acquired AB will write to the Parish Clerk to inform the Parish Council of our decisions **Action AB**
9. Land Registry Update – CT reported that we have not yet had any response from the Land Registry.
10. CHAFT Domain Update – JD reported that this had now been set up. Accounts for the Chair, Treasurer and Secretary have been created and he will set up accounts for the other Trustees if they so wish.  
It is was proposed that Trustees agree to a yearly subscription of £10 to finance this.  
**Proposed JD/ Seconded CT agreed**
11. Finance Update – the reports were submitted prior to the meeting.
- a) Financial Report for the year to 31<sup>st</sup> March 2024 - No comments were made on the statement of financial activities
  - b) Allocations to reserves – CT noted that in the draft 5 year plan the amount in the General Reserve would seem to be sufficient to cover one year’s expenditure going forward and therefore does not need topping up. The Village Hall Fabric Fund looks to be adequate to finance the changes we propose therefore does not need to be topped up. However, the fence around the Play Park is deteriorating rapidly and it may be more cost effective to replace the whole thing. Also, we have been recommended to replenish the bark beneath the swings and climbing frame plus the contribution towards the allotment boundary fence.
  - c) and d) Discussed under b)  
It was proposed that whole of this year’s excess income be allocated to the Field Infrastructure Fund. **Proposed CT/Seconded MC Agreed**  
It was proposed that the Trustees are content with the updates to the 5-year Plan  
**Proposed JD/Seconded LG Agreed**
12. Hall Subcommittee
- a) Hall report – general items  
CT noted that a small table has gone missing in the last few months. We need to check if anyone has borrowed it before deciding whether to replace it.  
Broadband- CT had contacted BT again regarding the installation of Broadband. There is a connection cost of £10 plus a monthly cost of £29.95 per month. Download speeds are likely to be between 68-73mbps.  
It was proposed that we proceed with the installation of Broadband via the BT quote  
**Proposed CT/Seconded MC Agreed**  
JD was concerned that we might need a TV licence if users were going to download TV

Content. CT said that she had checked previously and it was not necessary for downloads.

- b) Replacement Windows Update – We have accepted the quote from Hanney Glazed now and the work will take place on 29<sup>th</sup> May.
- c) Heating Update – After much consideration and negotiation CT reported that she felt that we should accept the quote from ARC who seem a very reputable company. By only installing the infrared heaters in the Hall and buying new fan heating units for the kitchen and toilets and by opting for simpler controls which do not require Wi-fi we can reduce the cost considerably. DJ remarked that CT had negotiated very well. It was proposed that we accept the revised quote from ARC

Proposed CT/Seconded MC Agreed

- d) Notice Boards- One new blue notice board had been put up in the hall. Trustees discussed how many should be purchased. The consensus was that they should be placed on three walls to aid the acoustics. Some spaces would be left at the corners of the hall to aid aesthetics.

It was proposed that the ordering the Notice Boards would be left to the Hall Committee.

Proposed LG/Seconded EC Agreed

### 13. Charney Field Subcommittee

- a) Woodland Management – LG noted that parts of the Bridle Path, both that section adjacent to Charney Field and further up the bridle path towards Stanford, have become badly cut up during this wet weather mainly due to horses. MC suggested that OCC could be contacted to help with repairing it.

Action LG

Presence of horses on the field and on the footpath connecting the bridle path to Buckland Road is apparent. LG has erected polite notices on both entrances to the footpath asking riders not to use it with a map showing the position of the bridle path and the footpath. We are hoping that these will be effective and avoid the necessity of further barriers.

The main issues are around fencing around the Play Park and as was discussed in the last meeting some of the rails in the fencing between the field and the allotment site are likely to need replacing once the rabbit proofing has been installed.

- b) Safety Officer's Report – BR had emailed his report together with his suggestions regarding actions in response to the Annual Safety Report both of which were sent out to Trustees prior to the meeting. LG noted that the Annual Report suggested that we placed notices with location details on the Play Park entrances in case of emergency. However, she felt that this was unnecessary as these details are clearly displayed on the three big noticeboards at the entrances to the field. A new closing spring has been placed on the gate which passes the safety requirements. Some rusty connectors have been replaced and BR will check whether more need to be replaced. We are hoping to get some new supports for the goal posts. The main issue is the deteriorating bark which will need to be replaced as soon as the weather becomes drier.

### 14. Events

- a) Games Evening – Unfortunately there was a very poor response to our Advertised Games Evening. Only 2 tickets were bought and two other residents expressed an interest.

It was proposed that the Games Evening be cancelled

Proposed MC/Seconded JD agreed

Some discussion took place regarding enthusiasm for village events. EC suggested that it would be a good idea to re-start a monthly coffee morning if volunteers could be

found to run it. It might be a good forum to involve people. It seems that since the Covid Pandemic people have been nervous and unaccustomed to meeting together.

15. Recruitment

- a) Trustees – there has been no response to our item in Charney Chatter
- b) Booking Secretary – again there has been no response. JD noted that when the new platform is up and running an online booking system could be part of the set up. This would be easier to manage and also allow everyone to see when the Hall was booked. It was noted that volunteers are always needed. Perhaps we should draw a list of activities in which volunteers are needed. Unfortunately, the pool of volunteers has dwindled. MC suggested that this could be discussed at a Joint Liaison Meeting as the Parish Council also needs more volunteers. AB suggested JD contacted David Roberts regarding setting up a date and she will add it to the items for mention to the Parish Clerk.

Action AB

16. Website Update

AB mentioned that we had hoped to get photographs of the Trustees put on the Web. LG responded by explaining that the prepared photos were on the late David Sibbert's email account. She would see if she could retrieve them.

Action LG

17. A.O.B

- a) Date of next meeting 5<sup>th</sup> June which will be our AGM followed by the First Meeting of the new committee.
- b) Tree in commemoration of David Sibbert. LG reported that the Autumn was the best time to plant the tree after discussion with Barbara Sibbert.

Meeting closed at 9.15 pm

Signed

Date

Submitted 16.4.24