

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

Held in the Village Hall on 8<sup>th</sup> October 2025 at 6.30p.m.

## Present

### Trustees

Jamie Dean (Chair)	Elected Village representative
Christine Trotman (Treasurer)	Elected Village representative
Annabel Brown (Secretary)	Elected Village representative
Lucy Gildersleeves	St. Peter's PCC representative
David Jones	Elected Village representative
Jacqueline Hamilton	Elected Village representative
Tracey Burge	Parish Council representative
Bruce Royan	Field Safety Officer

## Apologies

Evelyn Campbell	Parish Council representative
-----------------	-------------------------------

- Tracey Burge was welcomed to the meeting as a parish council representative.
- Apologies for absence- an email was read from Evelyn Campbell explaining her absence and her resignation as a trustee. The committee accepted this with regret and agreed a thank you gift be purchased to recognise Evelyn's service to CHAFT. Action AB
- Declaration of interests- none
- Safeguarding Incidents and Accident Reports – no
- Approval of Minutes of the First Meeting on 13<sup>th</sup> August 2025  
Proposed CT/ Seconded JH Agreed
- Matters arising from minutes, not otherwise on the agenda - none
- Parish Council Draft Minutes of the Meeting held on 8<sup>th</sup> July 2025
  - Joint Liaison Committee CBPC/CHAFT redrafted joint statement – we are waiting to hear from the Parish Council regarding a meeting of the Joint Liaison Group.
  - Village Website- Work is still ongoing by the Parish Council and CHAFT await further confirmation of the format regarding a possible subdomain and administrator rights. CHAFT discussed possible contribution to the cost of the new website sight which would be related to the proportion of the Website that CHAFT would use.
- Finance
  - Finance Report – this was circulated prior to the meeting.
  - Bank Mandates
    - HSBC – Mary Castle to be removed and Jacqueline Hamilton added to all accounts held with the bank. Signatories for this account will now be Jamie Dean, Christine Trotman, Annabel Brown and Jacqueline Hamilton.
    - United Trust Bank – Mary Castle to be removed and Jacqueline Hamilton added to the mandate for all accounts held with the bank. Signatories for this account will now be Jamie Dean, Christine Trotman, Annabel Brown and Jacqueline Hamilton.Proposed CT/Seconded DJ Agreed
- Documentation

- Document Storage – CT expressed a need that all CHAFT documents should be centrally stored. JD suggested that this should be on the google drive linked to chaft.org account. He will send links to this drive to all trustees and create email addresses to those who have not already got them. Action JD
- Risk Assessments – CT was concerned that Risk Assessments for the Hall and Field are not up to date and that these also need to be centrally sourced.
- Policy Documents – CT pointed out that these also are not up to date, therefore Trustees agreed to update the policies for which they are responsible and submit them electronically for approval. Action All Trustees

#### 10. Hall subcommittee report

- Display of Reservoir Plans – JD is in communication with a representation from SESCRO (Abingdon reservoir) Statutory Consultation Group regarding this.
- Repairs/Replacement of Patio Doors – quotes for repair or replacement of back patio doors with wooden or UVPC double-glazed units are being sourced by JH and LG. The subcommittee will decide which is the most favourable quote.
- PAT testing- has been carried out. The black kettle failed and has been replaced.
- Fire Equipment – has been serviced.
- Sound Proofing- Community First have not been forthcoming regarding sound proofing. JH will discuss with the subcommittee some possible actions that could be taken to improve the sound proofing of the hall.

#### 11. Replacement of Swings in Playpark

The Trustees agree to replace the existing swings with a steel configuration.

Proposed AB/Seconded JD agreed

Trustees discussed the various configurations, orientations and safety implications. The site will also need re-barking. They will await further quotes from BR in order to make an informed decision by email before the next meeting.

#### 12. Charney Field Sub committee

- As documented in previous item. Re-barking of the play area is necessary before next spring. Dog fouling has not increased. BR has sourced replacement fence posts and is able to replace them as necessary.
- It is noted that the older wooden benches on the field are showing signs of wear. One in particular is wobbly and needs to be removed. LG noted that a resident has offered to finance a new bench in memory of a beloved pet. It is possible that this could replace one of the old benches with a more sustainable alternative. This possibility will be explored further. Action LG
- CWD Maintenance – LG will arrange working parties for this. Action LG

#### 13. Social Events

- The Community Fun Afternoon was dogged by the windy weather – to the extent that we couldn't put up the marquee, let alone gazebos. Many thanks to Charles Eld and his team for their valiant efforts with this and their assistance with moving the tables, chairs and catering equipment. Turn-out was down because of the weather, but those coming seemed to be enjoying themselves. The scarecrows attracted attention, and several people, including teens, entered the pies and tarts competition – Many thanks to Alan Hamilton for judging. We gave a donation to the Faringdon & District Strummers (which they in turn intend to give to Riding for the Disabled). Overall, we made a little over £600 to be split between CHAFT and St Peter's Church.

- Pop Up Pub on the last Friday of the month in the Village Hall from 7.00-10.00pm. Bring your own alcohol. Possibly games or quiz as well.

14. Questions from the Public - none

A.O.B

- a) Declaration of Acceptance Forms – AB will provide one for TB to sign and update Charity Commission Website with necessary changes. Action AB
- b) Date of next meeting - Wednesday 3<sup>rd</sup> December at 6.30pm

Signed

Date

Minutes submitted by AB on 12.10.25