



**Grampond with Creed War Memorial
Recreation Ground and Public Hall**

**Minutes of the Trustees meeting held on Wednesday
22nd November 2017 following the Annual General Meeting**

AGENDA ITEM	Action
<p>Present: Helen Bunt, Richard Kitson, Richard Pryor, Simon Fann, Sarah Daniel, Kay Chapman, Alison Ryves, Dean Jenkins, Bob Egerton and Annette Egerton (taking minutes)</p>	
<p>1. <u>Apologies for absence</u> – Mark Taylor</p>	
<p>2. <u>Election of Posts</u> Helen Bunt said she wanted to remain as a Trustee but did not wish to stand for the post of chair. Chair: Kay Chapman was proposed by Bob Egerton and seconded by Helen Bunt and was duly elected. Vice Chair: Bob Egerton Treasurer: Mark Taylor Secretary: Annette Egerton would fulfill the role but not become a Trustee.</p>	
<p>3. <u>Agenda items for next meeting:</u> Beer Festival. Possible charging regime for some car park users. Fire Drill and confirmation of new arrangements for call outs. Simon Fann continuing in his role which was then proposed by Bob Egerton that the arrangement be continued which was agreed by all Trustees. Mark Taylor to discuss finances. Maintenance: introduction of Legionella Risk Assessment (Dean Jenkins to investigate). Further develop Friends of the Hall and the 100 club.</p>	
<p>4. <u>Beer Festival:</u> As the date of the next meeting (17 January) is close to the Beer Festival (16/17 February) a discussion took place. Simon Fann reported that most of the entertainment is in place with a few more needed for Saturday afternoon and the temporary event notice/licence to be sought. Sarah Daniel volunteered to organise the food again which was welcomed. Following an incident at the last Beer Festival it was questioned whether to employ security in February. It was decided to ask Phil Mannell to get costings from Stout Security which is run by his brother. A decision to be taken following information.</p>	

<p>5. <u>Any other business:</u> Richard Kitson spoke for other Trustees when he thanked Helen Bunt for all the work she has achieved as Chair.</p> <p>Richard Kitson raised issues regarding the recent Antique Fair which included lack of heating in the committee room especially as the main door was open. Helen Bunt said that the door should be closed to comply with the hall's environmental policy and she also said there was an issue with stall holders vehicles taking up precious car parking spaces. It was decided that Richard Pryor, Richard Kitson, Helen Bunt and Simon Fann should meet with Val Warrington to Evaluate and Review the event.</p> <p>Alison Ryves asked about the abandoned car and Bob Egerton said it would be removed shortly by Cornwall Council and he was to report a second car shortly.</p>	
<p>6. The meeting closed at 8.30 pm</p> <p>The next meeting is on Wednesday 17th January 2018</p>	