



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

**Minutes of the Trustees meeting held Wednesday 15th
March 2017 at 7.30 pm.**

AGENDA ITEM	Action
Present: Helen Bunt (HB) Chair, Kay Chapman (KC), Bob Egerton (BE), Simon Fann (SF), Richard Kitson (RK), Richard Pryor (RP), Alison Ryves (AR) and Mark Taylor (MT)	
1. <u>Apologies for absence</u> – Sarah Daniel, Cat Evans and Victoria Ling	
2. <u>Minutes of meeting</u> - minutes agreed with no outstanding matters	
3. <u>Financial Report</u> <ul style="list-style-type: none"> • MT circulated a cash flow report giving income and expenses. Profit from events and particularly the Beer Festival look good and MT also reported a steady increase in Friends signing up. • 100 Club draw - 1. Irving Bunt £50 2. Annette Egerton £25 • Reserves Policy previously circulated by HB was agreed and adopted • Agreed that Football Club should pay £10 per match for use of the changing rooms with effect from beginning of 2017/18 season. HB to write and inform Allan Webb. 	HB
4. <u>Hall Report</u> <ul style="list-style-type: none"> • SF reported that a recent production by the Cornwall Youth Theatre had a small audience but made a profit. There was a good relationship between CYT and the Hall. • SF thanked CE and AR for accommodating cast of The Long Trick and mentioned a forthcoming event The Lost Will and Testament of Jake Thackeray. • SF said that bookings for parties were going well. • MT is now able to check payments made with online banking. • SF reported of a possible alliance between the Acorn, Penzance, Falmouth and Grampound on working together to possibly fill a void should the HfC close for redevelopment. Agreed that SF explore further. 	SF
5. <u>Administration</u> <ul style="list-style-type: none"> • HB proposed changing the frequency of meetings to bi-monthly, and use email communication for urgent matters. This was supported by the Trustees. • Future meetings to be held in May, July, September and the AGM in November. • HB had previously circulated two new policies a) Environmental b) Conflict of Interest. The policies were accepted and BE asked to add all the agreed policies to the Hall website • HB to write a new Hall Hire Agreement to encapsulate the policy documents. SF suggested that a new evening hire charge could be considered for entertainment events, this was agreed at £100 for an evening. 	BE HB

<p><u>6. Fundraising & Events</u></p> <ul style="list-style-type: none"> • RP reported that a few are interested in a Trash and Treasure event. HB not sure the committee can extend to another regular event, RP to look at others running it modelled on the Produce Market and report back. • Craft Fair 4-8 April – AR/RP reported that 22 stalls so far booked and rota for hall and refreshments completed. Advertising is now a priority with a wide distribution of posters to local schools helped by KC. Targeting young people on Facebook as well as Made in Cornwall and Visit Cornwall 	<p>RP</p> <p>AR/RP/KC</p>
<p><u>7. Future Development</u></p> <ul style="list-style-type: none"> • Ideas for improving kitchen to be carry forward to another meeting. 	
<p><u>8. Maintenance</u></p> <ul style="list-style-type: none"> • Hot water tank HB has received two quotes and advised to accept lower quote which would include removal of current water tank. HB said that Irving Bunt will replace the damaged floor and RP proposed a vote of thanks to IB. This was accepted. Estimated total cost will be in excess of £5,000. • School maintenance – HB reported that the school had carried out a tree survey which highlighted work needed by SWEB on trees close to the river and some lopping of branches of the beech tree closest to the school HB to arrange. 	<p>HB</p> <p>HB</p>
<p><u>9. AOB</u></p> <ul style="list-style-type: none"> • HB has received a letter from the WI seeking to hand over the defibrillator to the Hall. Weekly checking is required and a monthly report sent to the Ambulance Service. BE to ask volunteers at the shop to assist. • A Coffee Morning will be held at the home of Bob and Annette Egerton to raise funds for replacement defibrillator pads on 30 June. • BE enquired if the Hall had received any funds from the clothes bank in the car park MT confirmed no money had ever been received. BE to look at getting a better deal for the Hall • HB asked for the closing date for applications for funding from the Grampound Community Fund BE reported 3rd May with funding panel meeting on 13th June. SF to attend and present our application. • KC reminded trustees that the Annual Parish Meeting is on 13th April where organisations are asked to be represented. RK/RP to promote Friends of the Hall. 	<p>BE</p> <p>BE</p> <p>SF</p> <p>RK/RP</p>
<p><u>10. Date of next meeting</u></p> <p>Wednesday 10th May 2017</p>	