

**Minutes of the Meeting of the Armstrong Hall Charitable Trust**  
Held on Tuesday 29 August 2017  
in the Council Chamber at the Town Hall  
at 7.00 pm

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**Present:** Helen Harrison (Chairman)  
Pam Shipp (Vice Chairman)  
Benj Emmerson  
Clare Fardell  
Bob Griffin  
Shirley Holloway  
Clive Parkinson  
Guy Rawlinson  
Jayne Stansfield  
Matthew Stringer  
Angela Symonds

Clare Nelmes (Clerk to the Trust)  
Wendy Sydenham (Administrator)

(Lesley Tuck – arrived at end of meeting)  
(Martin Trueman – absent)  
(Vincent Costello – absent)

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**1. Apologies for Absence**

Gail Whitehead (holiday)  
Maggie Tyrrell (work commitments)

**2. To consider and approve the Minutes of the Meeting of the Trust of 13 June 2017**

38/17. The minutes of the Armstrong Hall Charitable Trust meeting held on 13 June 2017 were proposed as a correct record by Matt Stringer, seconded by Pam Shipp and signed by the Chairman.

**3. To consider any matters arising from those Minutes**

39/17. It was proposed by Guy Rawlinson that Pam Shipp be elected to replace Gail Whitehead as Vice Chairman of the Trust for the remainder of the year 2017/2018. This was seconded by Matt Stringer. There being no further nominations, it was unanimously agreed that Pam Shipp be duly elected.

**4. To receive the Report of the Armstrong Hall Management Committee Meeting of 15 June 2017**

40/17. The Report of the Armstrong Hall Management Committee meeting held on 15 June 2017 had been circulated and was noted. An error was noted under item 4 regarding the staging equipment that had been received. The Report had stated that this

had been received “from Turnberries” but should have read that it had been received “from New Siblands School”. The Report will be amended to reflect this.

41/17. The Clerk reported that the new cooker had been installed and was up and running and had been used at a recent function.

42/17. The Clerk clarified that the Armstrong Hall Supervisor was now also acting as Bar Steward and this arrangement was working well.

**5. To receive an update from the Clerk on the redevelopment project**

43/17. The Clerk updated the meeting on progress with the redevelopment project. The consultation/survey document is nearly complete and the press release is in the process of being approved. The consultation process will begin formally on Friday 1 September 2017. Details have already been covered by Thornbury Voice, Thornbury Magazine and on the Thornbury Facebook pages. The Gazette has been briefed and this will be covered in the next issue. Neighbouring properties will be informed of the consultation. Hall users have been invited to a presentation at the Armstrong Hall Management Meeting on Thursday 31 August 2017. Three consultation drop-in sessions have been arranged in mid September. A meeting between CVS, Turnberries Trustees and Hall Trustees was in the process of being set up regarding future potential governance arrangements.

44/17. Bob Griffin requested clarification on the situation with regard to the liability of individual Trustees, particularly in light of the redevelopment. This issue was discussed and the Clerk confirmed that this would be covered by the new governance arrangements.

45/17. Clive Parkinson raised concerns that there had been no serious response from South Gloucestershire Council to the Clerk’s letter regarding freehold ownership. It was agreed that the Clerk should write to the Chief Executive of South Gloucestershire Council emphasising the importance of a response on this issue.