

Minutes of the Meeting of the Armstrong Hall Charitable Trust
Held on 7th February 2017
In the Council Chamber at the Town Hall
At 7.00 pm

Present: Bob Griffin (Vice Chairman)
Guy Rawlinson
Shirley Holloway
Clare Fardell
Jayne Stansfield
Pam Shipp
Maggie Tyrrell
Clive Parkinson
Angela Symonds
Matthew Stringer
Gail Whitehead (*late arrival*)
Vincent Costello (*late arrival*)
Martin Trueman (*late arrival*)

Clare Nelmes (Clerk to the Trust)
Mary Sealey (Administrator)

1. Apologies for Absence:

Helen Harrison (Out of Thornbury)
Benj Emmerson (Family Commitment)
Lesley Tuck (Indisposed)

2. To Approve the Minutes of the Trust Meeting held on 10 January 2017

8/17. The minutes of the Armstrong Hall Charitable Trust meeting held on 10th January 2017 were proposed as a correct record by Shirley Holloway, seconded by Matthew Stringer and signed by the Chairman.

3. Matters Arising

9/17. Shirley Holloway asked for an amendment to be made to the minutes as she had given apologies due to another meeting.

4. Report of the Hall Management Committee Meeting held on 12 January 2017

10/17. The report of the Armstrong Hall Management Committee meeting held on 12th January 2017 had been circulated and was noted.

5. Report of the Hall Management Committee Meeting held on 24 January 2017

11 /17. The report of the Special Armstrong Hall Management Committee meeting held on 24th January 2017 had been circulated and was noted.

Matters Arising:-

12/17. Shirley Holloway thanked the Clerk for the work she has done on the fees and charges in streamlining them.

6. Update on Redevelopment Project Phase 1 and Consider any Urgent Matters

13/17. The Clerk informed members that Jigsaw Thornbury are moving their toy library into the Bakery Annexe. At the Council Grants meeting it had been agreed to grant aid the rent for Jigsaw and allow them to use the building on a temporary basis.

14/17. The Clerk and the Chairman of the Redevelopment Working Group, Clive Parkinson have now met with the fundraising consultant Caroline Taylor. Caroline was informed of the discussions that have taken place so far with South Gloucestershire Council to explore the possibility of whether the facilities at the Armstrong Hall could be better provided in the Turnberries building and her advise was sought. Caroline had commented that prospective funders will expect all avenues to have been explored and are looking for organisations to work together to deliver in the best way possible. Therefore, a twin track approach will carry forward for both projects while an Options Appraisal is carried out for both sites to see how the evidence stacks up. This will also form a base for the public consultation and the necessary base for grant funding.

15/17. Caroline Taylor had advised that it may cost up to £10,000 to carry out the Options Appraisal and Clive Parkinson proposed that the Clerk is authorised to go ahead with appointing a person to carry out the appraisal and if it is not possible to obtain funding from elsewhere the Trust is sanctioned to pay the necessary cost. This was seconded by Shirley Holloway and unanimously agreed.

16/17. The Clerk agreed to draw up a specification as soon as possible for the Options Appraisal with a view to appointing a person to carry out the role in March and holding a public consultation in the summer.

17/17. The Clerk updated members on the current fundraising total which now stands at £99,967. Tickets are currently on sale for the next fundraising event, which is 'Jazz with Jessica and the Park Row Five' on 25th February and on 31st March 'Cornucopia' a quartet of professional horn players will be performing a concert.