

**Minutes of the Meeting of the Armstrong Hall Charitable Trust**  
Held on 30<sup>th</sup> August 2016  
In the Council Chamber at the Town Hall

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**Present:** Helen Harrison (Chairman)  
Alan Carman  
Gail Whitehead  
Guy Rawlinson  
Shirley Holloway  
Pam Shipp  
Maggie Tyrrell  
Angela Symonds  
Vincent Costello  
Bob Griffin  
Clive Parkinson  
Matthew Stringer  
Clare Fardell  
Lesley Tuck

Clare Nelmes (Clerk to the Trust)  
Sandra Richardson (Deputy Clerk to the Trust)  
Mary Sealey (Administrator)

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**1. Apologies for Absence:**

None received.

**Absent:**

Benj Emmerson  
Martin Trueman

**2. Consider and Approve the Minutes of the Trust held on 14 June 2016**

40/16. The minutes of the Armstrong Hall Charitable Trust meeting held on 14<sup>th</sup> June 2016 were proposed as a correct record by Clive Parkinson, seconded by Alan Carman and signed as a correct record by the Chairman.

**3. Matters Arising**

(a) The Redevelopment Project Phase 1

41/16. Shirley Holloway referred to minute reference 35/16 when she had requested an item on the next Finance and Policy Committee agenda and this had not been on the July agenda. The Clerk stated that this will be discussed by the Hall Management Committee this week before taking to Council.

**4. Report of the Hall Management Committee Meeting held on 16 June 2016**

42/16. The report of the Armstrong Hall Management Committee meeting held on 16<sup>th</sup> June 2016 was presented by the Chairman, Shirley Holloway.

43/16. It was proposed by Shirley Holloway, seconded by Clive Parkinson and unanimously agreed that the report of 16<sup>th</sup> June 2016 is adopted.

**5. Matters Arising**

There were no matters arising.

**6. To Consider and Approve the Armstrong Hall End of Year Accounts**

44/16. The accounts for year ended 31<sup>st</sup> March 2016 had been circulated to members and will be considered at the Armstrong Hall Management meeting to be held on 1<sup>st</sup> September 2016.

**7. Redevelopment Project Phase 1**

45/16. The Clerk reported that she had met with Shirley Holloway, Maggie Tyrrell and Clive Parkinson to discuss the redevelopment project and they will be reporting to the Hall Management Committee meeting to be held on 1<sup>st</sup> September. It was agreed that a lot of work on business plans etc needs to be done before any bids for funding can be made and this is not likely to be before the New Year.

**8. Future Timing of Trust Meetings**

46/16. The Clerk suggested that future Trust meetings are held prior to Council meetings, commencing at 7.00 pm in order to shorten the length of the working day for staff. This was proposed by Guy Rawlinson, seconded by Matthew Stringer and unanimously agreed.