

**Minutes of the Meeting of the Armstrong Hall Charitable Trust**  
held on Tuesday 14 November 2017  
in the Council Chamber at the Town Hall  
at 7.00pm

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**Present:** Helen Harrison (Chairman)  
Benj Emmerson  
Clare Fardell  
Bob Griffin  
Shirley Holloway  
Clive Parkinson  
Matthew Stringer  
Angela Symonds  
Martin Trueman  
Maggie Tyrrell  
Gail Whitehead

Sandra Richardson (Deputy Clerk to the Trust)  
Wendy Sydenham (Administrator)

(Vincent Costello – absent)  
(Pam Shipp – absent)  
(Lesley Tuck – absent)

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**1. Apologies for Absence**

Guy Rawlinson (another meeting)  
Jayne Stansfield (out of Thornbury)

**2. To consider and approve the Minutes of the Meeting of the Trust of 3 October 2017**

53/17. The minutes of the Armstrong Hall Charitable Trust meeting held on 3 October 2017 were proposed as a correct record by Shirley Holloway, seconded by Matthew Stringer and signed by the Chairman.

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

54/17. There were no matters arising.

*(Clive Parkinson and Gail Whitehead arrived at the meeting.)*

**4. To receive the Report of the Armstrong Hall Management Committee Meeting of 5 October 2017**

55/17. The Report of the Armstrong Hall Management Committee meeting held on 5 October 2017 had been circulated and was noted.

5. **To receive an update from the Clerk on the redevelopment project and to consider the following:**

- (a) *Report of the consultation undertaken during September on the redevelopment proposals*

56/17. The Deputy Clerk confirmed that the Clerk was in the process of compiling the consultation responses and the report would be available shortly.

*(Maggie Tyrrell arrived at the meeting.)*

- (b) *The likely level of funding and capacity support required from the Town Council to deliver the Armstrong Hall redevelopment project during 2018/19*

57/17. The Deputy Clerk requested the Trust take a view on the level of funding and capacity support that they would need to request from Council during 2018/19. This issue was discussed and it was felt that more information was needed about what the additional costs might be. It was agreed that the Working Group would put this on the agenda for their next meeting and will also consider the further drawings that had been produced by the architects.

- (c) *Whether any further external work needs to be commissioned to support the decision making planned for the new year*

58/17. Clive Parkinson reported that Lemon Gazelle had provided a quote on developing a business plan for the option of developing the Armstrong Hall. He proposed that the Trust ask the Armstrong Management Committee to find the funding for this from within their budget reserves. The proposal was seconded by Clare Fardell and it was unanimously agreed.