

Minutes of the Meeting of the Armstrong Hall Charitable Trust
held on Tuesday 9 January 2018
in the Council Chamber at the Town Hall
at 7.00pm

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

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

(Lesley Tuck – absent)

1. Apologies for Absence

None.

2. To consider and approve the Minutes of the meeting of the Trust of 7 December 2018

67/17. The minutes of the Armstrong Hall Charitable Trust meeting held on 7 December 2017 were proposed as a correct record by Helen Harrison, seconded by Clive Parkinson and signed by the Chairman.

3. To consider any matters arising from those Minutes

68/17. The Clerk reported that consultation report on the redevelopment project would shortly be published on the Council website.

4. To receive an update on any urgent operational matters

69/17. The Clerk updated the Trust on the safety issues that had been identified with the lighting at the Hall. There are two issues that need to be dealt with urgently to avoid performances being affected. These are (1) the lighting bars need to be assessed and certified for weight, and (2) provision of a safe electrical supply bypassing the existing unsafe patch-board. A quote had been received for the works on the lighting bar of £1878. A quote had also been received for the provision of a safe electrical supply.

(Gail Whitehead arrived at the meeting.)

The lighting issues were discussed in detail. It was proposed by Shirley Holloway that the Clerk be authorised to proceed with the works on the lighting bars, but that further urgent quotes should be sought for the works to provide a safe electrical supply, with the aim of bringing these to the Armstrong Hall Management Committee on 11 January 2018. The proposal was seconded by Benj Emmerson and unanimously agreed by the Trust.

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

(a) *Update on revised plans for Armstrong Hall*

Revised plans for the redevelopment of Armstrong Hall were tabled and discussed. Clive Parkinson reported that the different options had been discussed at the Working Group and the plans tabled had been considered to be the best option. The plans were discussed in detail. The next step would be for these plans to be taken back to the Working Group and any additional changes would then be passed back to the architect. The architect has provided an indicative cost estimate based on square meterage.

(b) *Response from South Gloucestershire Council concerning the Turnberries option*

The recent response from South Gloucestershire Council regarding governance and ownership relating to the Turnberries option was discussed. It was agreed that the Clerk would reply expressing the Trust's disappointment at the lack of clarity regarding governance and ownership which was essential to the decision making process, asking them for a proposal to be made by 31 January 2018 and that if this was not forthcoming, the Trust would be unable to include the Turnberries option in their decision making.

(c) *Timeline for further consultation and decision making*

The Clerk presented a potential timeline for further consultation and the decision making process as follows: -

- 31 Jan: Deadline for South Gloucestershire Council to make proposal on Turnberries ownership and governance options
- Redevelopment working group meets
- 13 Feb: Trust /Council approve plans and info for consultation
- 15 Feb: Hall Management launch consultation
- 28 Feb: Hall Advisory
- 1 March: Town Meeting
- 9 March: Consultation closes
- 20 March: Trust/Council decision making

Clive Parkinson proposed that this timeline be agreed. The proposal was seconded by Martin Trueman and unanimously agreed.