

Minutes of the Meeting of the Armstrong Hall Charitable Trust

Held on 25 April 2017

In the Council Chamber at the Town Hall

At 7.00 pm

Present: Helen Harrison (Chairman)
Vincent Costello
Benj Emmerson
Clare Fardell
Bob Griffin
Clive Parkinson
Pam Shipp
Jayne Stansfield
Matthew Stringer
Angela Symonds
Maggie Tyrrell

Clare Nelmes (Clerk to the Trust)
Sandra Richardson (Deputy Clerk to the Trust)

(Martin Trueman – Absent)

(Gail Whitehead– Absent)

(Lesley Tuck – Absent)

1. Apologies for Absence

Shirley Holloway
Guy Rawlinson

2. To approve the Minutes of the Trust Meeting held on 21 March 2017 and to consider any matters arising from those Minutes

25/17. The minutes of the Armstrong Hall Charitable Trust meeting held on 21 March 2017 were presented and Jayne Stansfield asked it be noted that whilst she had sent apologies she had been marked as absent. It was proposed by Benj Emmerson, seconded by Matthew Stringer and signed by the Chairman that with the amendment this was a true record.

3. To consider quotations and proposals received for the redevelopment options appraisal

26/17. The information had been emailed and a summary had been tabled. Quotes had been received from:-

Caroline Taylor Consulting
Change Q
CVS South Gloucestershire
Lemon Gazelle

For the sum of:-

£8,000
£8,925
£9,288
£10,950

After a brief discussion it was proposed by Benj Emmerson and seconded by Angela Symonds that the cheapest quote being £8,000 from Lemon Gazelle be accepted.

4. To consider quotations received for the site valuation and associated works.

27/17. The information had been circulated with the agenda and the clerk explained that this was necessary work for the Hall so that when consideration was given as to which site to redevelop, the Armstrong Hall or Turnberries then the two sites would both be in a similar position. The quotes were as follows:-

Andrew Forbes
Faithorn Farrell Timms
Hartnell Taylor Cook

For the sum of:-

£4,300
£6,000
£10,250

It was proposed by Benj Emmerson and seconded by Maggie Tyrrell that the lowest quote of £4,300 from Faithorn Farrell Timms be accepted.

28/17. It was proposed by Clive Parkinson and seconded by Maggie Tyrrell that the finance for the approved works be taken from the Armstrong Hall General reserves budget

5. To consider any other urgent matters

29 /17. There were no urgent matters.