



BROCKENHURST VILLAGE TRUST

Minutes of Meeting held on Wednesday 25 October 2017 at 19.30

Present: Bruce Read (BR), Derek Bucknall (DB), Bob Coombs (RC), John Cropp (JC), Anna Rogers (AR), Tony Fessler (TF), Sue Hunter (SH), Mike Snell (MS),

Apologies: John Wingham, Lynsey Davis

Opening the Meeting, MS formally welcomed AR to her first Board Meeting. MS also explained why there had been no draft report on the "Where Next?" project.

1. Minutes of previous meeting 27 September 2017 Approved.

2. Matters arising RC reported that Graham Johnson's role in the development had ended with a final invoice for design of the cattle grid etc.

Any remaining Board Members who had not yet submitted their brief biography and photo should please email these to Sarah at events@brockenhurstvillage.org.uk

3. Financial Report and Budget Parameters TF had circulated a report for August showing developments continuing as expected. The anomaly regarding "entertainment income" had been resolved, and in future receipts for tickets for events by third party hirers would not be shown as income. However consideration should be given to charging such hirers a commission on their ticket sales.

Action JC

TF had also circulated a set of budget parameters for 2018, together with an outline of a budget showing break-even after depreciation. The Board agreed the parameters, and that the HMC should provide a detailed budget for the Hall

Action JC

4. MUGA DB reported that following a meeting with SH and TF the MUGA's financial relationship to the Trust had been clarified, with SH becoming a signatory to the MUGA account (see below) and having read-only access to the accounting system. It had also been agreed that the MUGA maintenance contribution, together with that of the Scouts and (eventually) the Parish Council should go to a reserve fund, expenditure from which would be communicated to the MUGA, Scouts and PC on request.

Action TF

SH reported the interim opening of the MUGA, and hoped that the official opening would be before LD's departure on her sabbatical. AR requested that there should be an event in the Hall for the YEG, and also emphasised the need for the YEG to report any damage to the MUGA, and for a log to be kept. **Action AR**

5. Car Park and Site RC reported that Watsons had now produced a detailed scheme which would now enable him to go to tender.

6. **Parish Council Office** BPR reported that the PC were now instructing their solicitors, having accepted the proposed fees, that the PC was looking at the drainage issues, and that they would be looking for planning permission in 2018.
7. **Hall Report** JC reported that it had been necessary to renew the leaking header tanks at a cost of c.£3K. It was necessary for staff to have guidance on prioritising community bookings as against commercial revenue earning events. The Board was clear that its policy was to give the HMC unfettered authority this was down to the HMC, with every decision being made on its merits within the agreed budget.

DB requested that a public meeting be held in the Hall during 2018 to relaunch the Hall and Trust and to seek suggestions on "Where Next?" MS commented that he was still not clear on what we should be asking the village, and that it would be necessary to have prior discussions with interested parties before a public meeting.

The Board then dealt with the consequences of GL's resignation as volunteer Hall Manager. This had been received following a meeting of the HMC where MS had shared his ideas about the future of the Trust. This led to a sometimes heated discussion where perceived differences between the Trust and the HMC were brought to light. MS shared these perceptions with the Board which were then further discussed. JC confirmed that he had accepted GL's resignation and written an appropriate letter of thanks in reply. It was now necessary to establish exactly what GL's role had been and to see to what extent this could or needed to be replicated. DB believed that there was an opportunity to involve the staff more in the Trust's and the Hall's decision making. MS agreed that a flatter and more inclusive structure would be desirable following discussions between him and MS at the recent HMC meeting, where it had become clear that there were irreconcilable differences. It would therefore be necessary to establish exactly what GL's role had been and to see to what extent this could, or needed to be replicated. DB believed that it was agreed that a flatter structure would be desirable.

It was therefore agreed that the 20 December meeting should be devoted to this concept, and that that the staff should be invited by JC to fully participate in the meeting, with particular reference to the paper produced by Sarah Neller. **Action JC**

It was also agreed in the interests of transparency that the Board's approved minutes (redacted if necessary) be published on the Trust website, together with the HMC minutes.

MS repeated that JC would be leaving the Board as of 31/12/17, but that he would continue with the HMC. MS believed it necessary for a director to have direct responsibility for the oversight of Hall matters.

9. **Any other business -**

1. It was resolved to again amend the banking mandates such that SH replaces GL on the main and MUGA accounts, and that TF take on GL's online second signature role for items over £150.

2. For the record, it was noted that any consultancy payments to AR predated her appointment as a trustee.

3. It was agreed to note that LS would be taking leave of absence for 12 months from March 2018.

4. DB drew the Board's attention to the co-operation that had existed between the Hall and the New Forest Lions re the Brockenhurst Carnival, which had been a fundraising opportunity for the Hall

I confirm that these minutes are a true and accurate record of the meeting

Signed:..... Date:.....

Dates of next Meetings

20 December 2017 at 7.30 pm	
24 January 2018 at 7.30pm	Regular Board Meeting
21 February 2018 at 7.30 pm	(if required)
21 March 2018 at 7.30 pm	(if required)
18 April 2018 at 7.30 pm	Regular Board Meeting
16 May 2018 at 7.30pm	(if required)
20 June 2018 at 7.30pm	(if required)
18 July 2018 at 6.30pm	AGM and Regular Board Meeting