



DOLPHINS HALL MANAGEMENT COMMITTEE
New Church Street, Tetbury, GL8 8DS
Charity Number: 274956



DOLPHINS HALL MONTHLY TRUSTEES MEETING
WEDNESDAY 16TH SEPTEMBER 2020
GOOGLE HANGOUTS, VIRTUAL MEETING

Present	Apologies
Jamie Ponting (Resident)	Mark Schumm (Tetbury Cricket Club)
Patricia Burrell (WI)	Jo Tancock (Tetbury Youth Club)
David Hobson (Tetbury Dramatic Society)	Steve Scott (Chair – Resident)
Kevin Farnham (Film Society) – <i>from 8.15PM</i>	Darby Law (Feofees)
Alex Ball (Resident)	
Jon Easterbrook (Resident)	Absent
Paul Jones (Resident)	Richard Witchell (Tetbury Upton Town Council)

1. OPENING COMMENTS

The stand-in Chair, Jamie Ponting (JP) convened the meeting at 7.15PM. Quorum required is 5, 6 trustees present so meeting is quorate.

2. UPDATE ON OUTSTANDING PAYMENTS ON LEASES & LICENCES

A spreadsheet compiled by Kevin Farnham (KF) was shared which showed the outstanding leases and licences payments for all Sports Clubs. The figures had risen annually by 10% in each period following the increase imposed on clubs by former trustee Colin Pearce when he formerly reviewed the subject.

All outstanding payments had now been invoiced and trustees are hopeful, following the outcome of this evening's meeting, all outstanding matters will have been resolved.

3. PROPOSAL FOR NEW LEASES & LICENCES

Prior to the meeting draft copies of all leases and licences for discussion had been shared on Slack by JP following individual meetings with each of the clubs. As a resident trustee, JP was operating as a 'user liaison officer' to move this long-standing issue forward and act as a conduit for clubs to raise any feedback, comments or concerns with. Steve Scott (SS) and Paul Jones (PJ) had also attended meetings where possible with the aim of increasing dialogue with long term users of the facilities.

Following a lengthy discussion, where numerous clauses were amended, added and retracted from the various proposed documents, final versions were agreed to present to clubs.

It was also noted under the terms of the leases and licences any advertisement displayed had to be signed off in advance by the trustees and all existing advertisements displayed on the storage area used by Tetbury Cricket Club could continue in situ as previously agreed by the committee.

The table below shows the agreed chargeable rates and decisions in respect of each of the leases and licences:



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User	Arrangement	Proposed Rate	Voting Record	Notes
Tetbury Town Football Club	Pitch Licence (4 x pitches for matches & training)	REDACTED	Proposed by Patricia Burrell (PB) and seconded by Paul Jones (PJ). All others in favour, apart from JP who abstained.	The trustees acknowledged this was a sizable increase, but this was on the whole down to the increased number of pitches required during this period. Consideration will be given to reducing the rate temporarily to REDACTED should this be required to support the club.
Tetbury Town Football Club	Storage Area Licence		Proposed by PB and seconded by Alex Ball (AB). All others in favour, apart from JP who abstained.	The rate is REDACTED per month and will be back dated to April 2020 so the licence aligns to the financial year of the trust. This rate is consistent with existing licences for storage arrangements within the facility.
Tetbury Rugby Club	Pitch Licence (1 x pitch for matches & training)		Proposed by David Hobson (DH) and seconded by PB. All others in favour, apart from JP who abstained.	The Rugby Club requested for evening use of Plot 8 for training, however, as the floodlights are not working, it was felt this provision couldn't be supplied to an appropriate standard for use and therefore could not be offered. The proposed licence will limit all training activity to take place within the pitch provided only.
Tetbury Rugby Club	Storage Area Licence		Proposed by AB and seconded by DH. All others in favour, apart from JP who abstained.	The rate is REDACTED per month and will be back dated to April 2020 so the licence aligns to the financial year of the trust. This rate is consistent with existing licences for storage arrangements within the facility.
Tetbury Rugby Club	Licence to Access to Recreation Ground from the Clubhouse		Proposed by PB and seconded by PJ. All others in favour, apart from JP who abstained.	The rate was set at a nominal amount. DH noted the Rugby Club need to be reminded the access is limited to when using the facility for matches or training.
Tetbury Rugby Club	Changing Facility Lease		Proposed by DH and seconded by AB. All others in favour, apart from JP who abstained.	The rate proposed was REDACTED per month, but with a REDACTED discount to recognise the responsibility for maintenance remains with the Rugby Club and in line with our aims to support our long term users. It was also noted before the lease could be offered to the Rugby Club, as they had since their last lease installed a new shower system, certificates for installation and ongoing annual maintenance/health & safety certificates would be required prior to the issuing of a new lease. In the interim, the showers within the facility cannot be used by the Rugby Club.
Tetbury Cricket Club	Pitch Licence (1 x pitch for matches & training)		Proposed by PB and seconded by DH. All others in favour, apart from PJ & JP who abstained.	The licence will specify a different schedule for the cricket square and a different schedule for the cricket outfield.
Tetbury Cricket Club	Storage Area Licence		Proposed by DH and seconded by PB. All others in favour, apart from PJ & JP who abstained.	The rate is REDACTED per month and will be back dated to April 2020 so the licence aligns to the financial year of the trust. This rate is consistent with existing licences for storage arrangements within the facility.



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4. STRATEGY FOR REMAINING LEASES & LICENCES

JP noted there were three further leases and licences to be reviewed. These related to Tetbury Bowls Club, Tetbury Area Youth & Community Club and Guild of Gloucestershire Craftsmen.

Tetbury Bowls Club have been contacted asking for a meeting prior to their five-yearly review due this year, however have yet to respond. It was agreed this should be added to the agenda for the next monthly trustee meeting to vote on a budget for obtaining a professional valuation of the commercial value of the property (as required under the terms of the lease).

ACTION: JP

JP will review and prepare the other arrangements for a review at a future trustee meeting.

ACTION: JP

5. AOB

PB wished the record to note the enormous debt the Dolphins Recreation Centre and the community of Tetbury owed to Paul Jones for the transformation happening at the Recreation Ground. All present agreed after years of neglect from other trustee groups, the facility was looking the best it had in years and it was noted how this was reflected in the number of positive comments received.

PB also noted there were a number of new user groups beginning to use the Recreation Ground for commercial ventures who should also have licences for use. It was agreed an effort would be made to talk to these individuals to understand the nature of their offerings and their use of the facilities.

JP thanked trustees for their efforts and commitment during the evening as this was a long outstanding issue and significant progress had now been made. JP would now provide copies of the proposed leases and licences to the clubs to review and sign. It was also agreed, the DRC would only sign the new agreements on the commitment from all users to clear their outstanding debts, either through immediate payment or a payment plan to be cleared by the end of 2020.

There being no other business, the meeting closed at 11.10PM.