



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



DOLPHINS RECREATION CENTRE WEEKLY TRUSTEES MEETING
TUESDAY 9th FEBRUARY 2021
GOOGLE HANGOUTS, VIRTUAL MEETING

Present	Apologies
Steve Scott (Chair – Resident)	Paul Jones (Resident)
Patricia Burrell (WI)	
David Hobson (Tetbury Dramatic Society)	
Alex Ball (Resident)	Absent
Jamie Ponting (Resident)	Richard Witchell (Tetbury Upton Town Council)
Mark Schumm (Tetbury Cricket Club)	
Darby Law (Feofees) – <i>joined at 7.55PM</i>	
Jon Easterbrook (Resident) – <i>joined at 7.27PM</i>	

1. CHAIRPERSON'S OPENING COMMENTS

The Chair, Steve Scott (SS) convened the meeting at 7.15PM. Quorum required is 5, 6 trustees present so meeting is quorate.

2. DECLARATION OF CONFLICTS OF INTEREST AND LOYALTY

No additional declarations were declared by trustees to add to their existing conflicts noted within their Conflict of Interest submissions.

3. APPROVAL OF MINUTES FROM PREVIOUS MEETINGS – 2nd FEBRUARY 2021

David Hobson (DH) proposed the approval of the minutes from the meeting on 2nd February 2021 and this was seconded by Patricia Burrell (PB). All present were in favour.

4. UPDATE ON S106 AGREEMENTS

SS gave an update that at Tetbury Town Council's EGM on Thursday 4th February where they refused to vote again on the release of S106 funding and instead requested another working group be set up.

An informal meeting was held on Friday 5th February with the CEO (Tara Niblett) and Councillors Hirst and Ind, Councillor Wood declined to attend as he was too busy. The meeting was constructive and feedback provided on the legal advice presented, alongside our timescales and when we needed a vote to happen by.

Following the meeting it was agreed that SS would send two letters to the F&S Committee of the Council – one detailing the need for the vote to happen by the 16th February to give the project a chance and the second highlighting our commitment to the whole project and inviting the Council to join a working group for Project 2.

These letters were reviewed at F&S on Monday 8th February, and despite the clear instruction a vote was needed by 16th February, F&S decided to defer a conversation on the subject until Monday 23rd February 2021.



DOLPHINS HALL MANAGEMENT COMMITTEE

New Church Street, Tetbury, GL8 8DS

Charity Number: 274956



We held a further meeting this afternoon with those we had met Friday, plus Councillors Colin Pearce and Walsh. The consensus of this meeting was an EGM needed to be called ASAP so a vote on the request for funds to be forward for the Community, Youth & Sports Complex could take place.

At this point (7.27PM) Jon Easterbrook (JE) joined the meeting.

5. UPDATE ON REDEVELOPMENT PROJECT

REDACTED FOR COMMERCIAL REASONS

Darby Law (DL) joined the meeting at 7.55PM.

6. CORRESPONDENCE

SS noted the following items of correspondence received:

- **REDACTED**
- An email from a mobile pizza van to park in the Dolphins Hall car park and trade had been received. Further detail is being obtained and this will be discussed at next week's meeting;
- **REDACTED**

7. DATE OF NEXT MEETING

It was agreed the next meeting would be Thursday 18th February 2021.

The agenda for next week was confirmed to be:

- Redevelopment Project Tenders
- Pizza Van

8. AOB

PB noted we were due to receive a total of **REDACTED** from Cotswold District Council due to our enforced closure because of COVID.

There being no other business, the meeting closed at 8.23PM.



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



14. OUTSTANDING ACTIONS

DATE	NUMBER	ACTION	OWNER	TARGET DATE
26/05/2020	069	SS to conduct VAT analysis to determine exact date for registration and share these figures on Slack.	SS	31/12/2020
26/05/2020	070	SS to complete VAT registration process with HMRC.	SS	31/12/2020
25/08/2020	098	Research potential drugs policy	SS	28/09/2020
25/08/2020	100	Research and obtain quote for WIFI/CCTV	SS	28/09/2020
27/10/2020	104	KF to calculate bills owed on Sports Pavilion and produce invoice and calculations for Cricket Club.	SS	24/11/2020
27/10/2020	107	Determine process and amends to enable monthly invoicing of bills in relation to the Sports Pavilion.	SS	24/11/2020
27/10/2020	108	Arrange an EICR on the Bowls Club Clubhouse within a budget of REDACTED .	JP	24/11/2020
27/10/2020	109	Arrange increase in buildings insurance from £700,000 to £2,000,000 (with existing broker, subject to cost increase not being excessive).	AB	24/11/2020
24/11/2020	122	Prepare invoice for TAYCT for use of the Youth Room.	SS	30/11/2020
24/11/2020	124	Review insurance policy to confirm cover we have regarding building developments.	AB	15/12/2020
24/11/2020	125	Provide a monthly financial summary for the next trustee meeting.	SS	15/12/2020
26/01/2021	140	REDACTED	JP	25/02/2021
02/02/2021	149	REDACTED	JP	05/02/2021
02/02/2021	150	REDACTED	JP	05/02/2021
02/02/2021	151	REDACTED	JP	05/02/2021
02/02/2021	152	JP to prepare licence for TAYCT use of the Recreation Ground.	JP	09/02/2021
02/02/2021	153	REDACTED	JP	09/02/2021
02/02/2021	154	SS to submit final accounts to the Charity Commission.	SS	05/02/2021
02/02/2021	155	SS to write to the Film Society following KF's resignation.	SS	09/02/2021