



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



INTERIM TRUSTEE MEETING – REDEVELOPMENT PROJECT UPDATE
WEDNESDAY 8th NOVEMBER 2018
TETBURY TOWN COUNCIL OFFICES

Present	Apologies
Steve Scott (Chair – Youth Club)	Kevin Farnham (Film Society)
David Hobson (Dolphins Dramatic Society)	Peter Martin (Club 77)
Jamie Ponting (Resident)	
Patricia Burrell (WI)	
Jon Easterbrook (Tetbury Town Council)	
Richard Witchell (Tetbury Upton Parish Council)	
Paul Jones (Cricket Club)	
Sandra Ball (Tetbury Town Council)	

1. CHAIRPERSON'S OPENING COMMENTS

The Chair, Steve Scott (SS) convened the meeting at 7.06PM.

He confirmed this interim meeting had been called to discuss the recent meeting with Mark Parker, as well as to provide an update on the meeting being called by Tina Stephenson and Maggie Heaven.

2. TS & MH MEETING

SS provided an update on the meeting based on what he was aware:

- It had now been rescheduled to Friday 14th December at 6.30PM;
- He recognised one of TS's social media posts stated she hoped trustees would attend and an invite would be shared to all current trustees, but he had yet to receive one. All trustees present also confirmed they had received no invitation either;
- SS's opinion was the decision made in respect of attendance at our last meeting (i.e. for trustees to not attend) had not changed as a result of the change in date and all present agreed;
- SS is penning his monthly Advertiser article currently and this is due to be with the publishers by the end of next week. This will be used as an opportunity to clarify the current trustees' stance in relation to the meeting.

3. REDEVELOPMENT PROJECT UPDATE

Jamie Ponting (JP) provided an overview of the discussions held with Mark Parker (MP) on Friday 2nd November 2018 during a meeting which SS and Councillor Hirst also attended.

MP reviewed the proposal document shared prior to the meeting and had a number of queries which were talked through. He observed the plan seemed to be sound, although he had to consider this is the third plan he has seen presented, by a third set of trustees, and this therefore created a doubt in his mind as to the credibility of the trust and our ability to deliver a successful project, despite what he noted to have been significant and positive progress in the last 12-14 weeks. He also acknowledged it was good to see the completion of a public consultation.



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It was concluded during the meeting that a further meeting would be arranged for Thursday 29th November 2018. At this meeting MP requested he be provided additional information on three key areas:

- Estate Management – understand the tenure situation of any existing lease holders, the impact on them of the proposal and a resolution as to how these leases would be managed to enable the successful completion of the redevelopment project;
- Finance – provide a clear indication of the funds currently available and held in the trust's development account and any other relevant accounts (i.e. funds being held by TTC);
- Planning – prepare a more detailed site design and begin preparation for an outline planning proposal in respect of the redevelopment to enable the production of a more detailed estimate.

Both JP & SS commented on MP's willingness to continue in an open dialogue and help us understand the process which must be followed to look to receive a deadline extension, although both stressed no guarantees had been offered.

MP also confirmed any of the grant which was utilised over the next few weeks towards this initial scoping work required to extend the grant would not be sought to be reclaimed should the grant be recalled.

It was also noted Maggie Heaven had previously requested a change of the conditions of the grant from its original purpose to instead be designated to the refurbishment of the existing hall.

Patricia Burrell (PB) confirmed analysis had recently been completed on spend funded from the development account to understand the position. These figures would be shared with JP.

SS also provided an update on a meeting he had recently held with Tetbury Town Football Club's committee to provide them an update on plans. They are currently considering how they wish to take their involvement forward and a response is expected next week.

SS noted it was unlikely TTFC would put forward another trustee at this stage, but proposed an invitation be extended to TTFC to continue their memberships on both the Grounds Committee and the Project Committee irrespective. As these committees can appoint co-opted individuals there was no need for a vote on this, but it was noted all trustees were fully supportive of this.

To move forward JP highlighted an architect was required to be appointed to help us prepare the documentation required by Mark Parker. Given the tight timescales, trustees agreed the only viable parties were the two architect firms – Archio and Clark & Maislin – who had been involved in the project historically.

Both had provided a quote to indicate the likely costs of them supporting a planning application. After an informative debate in respect of the indicative quotes a proposal was made by Patricia Burrell (PB) to engage with Archio, this was seconded by Sandra Ball (SB), with all in favour.

Richard Witchell (RW) then proposed the Project Chair be allocated a budget of £10,000 to conduct the work required to begin preparing an outline planning proposal and engage with a QS. The current quote estimates amount to a figure of c£7,000, but an element of contingency was considered prudent. This was seconded by Paul Jones (PJ), with all in favour.



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SB commented that although she had originally been sceptical about the proposal for the redevelopment currently on the table, having seen the progress made since the last meeting, she was now supportive of the plans.

SS will attend the TTC meeting on Monday 26th November 2018 to provide an update on our progress to Councillors during the closed session. SB will ensure this goes on the agenda.

4. AOB

No other business was noted, although PB did confirm a wreath had been purchased for the Remembrance Day service and SS offered to attend to lay this on the trust's behalf.

5. NEXT MEETING

All attendees were reminded the next meeting would be at 7PM on Tuesday 20th November 2018, to be held at Tetbury Town Council Offices. JP provided his apologies.

The meeting was closed at 8.39PM.