

## **Barlow Charity Board of Trustees**

### **Minutes of the meeting held on 29 April 2019**

**Present:**

Christine Waring (CW) Chair	Parish Council appointee
Stephen Danks (SD) Vice-Chair	Parish Council appointee
Colin Rigby (CR) Treasurer	Elected member
Kate Hopkins (KH)	User Group Nominee
Peter Russell (PR)	User Group Nominee

**In attendance:**

Sally Houghton (SH)	Secretary
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**1. Apologies for absence**

Lynn Jeffries (LJ), Martin Smith (MRAS), Mark Sutherland (MS), D Wild (DW)

**2. Declaration of interests**

KH family member is employed by the Cricket Club

PR is a member of the Bowling Club Committee

**3. Minutes 18 April meeting**

With certain amendments the minutes were accepted as a true record.

**4. Matters arising**

There were no matters arising not covered on the agenda.

**5. Reading Room appointment**

Sara Lobley has been appointed as volunteer Reading Room Manager.

**6. Annual General Meeting planning**

The AGM is planned for Thursday 30 May at 7:15 p.m. a notice and agenda for the meeting will be issued in due course.

The minutes from the first part of the 2018 AGM will be put on the website prior to the 2019 AGM.

**7. Edgworth Cricket and Recreation Club letter re lease**

A letter was sent on 23 April 2018 to Edgworth Cricket and Recreation Club requesting action on the agreement of the new lease.

At the date of the meeting a response had not been received.

**8. Artificial pitch proposal**

A letter was sent on 27 April requesting further information regarding the management of and procurement for the artificial pitch project

At the date of the meeting a response had not been received.

## **9. Edgworth Bowling Club development**

On 22 April 2018 Edgworth Bowling Club (EBC) wrote to the Trustees formally requesting permission to proceed with development of a new clubhouse. The letter contained details of the development and its funding.

The Trustees gave permission for the development subject to the condition that EBC must negotiate and agree a new lease agreement.

Due to a conflict of interest PR was not involved in the decision making for this item.

## **10. Funding**

### **10.1. Veolia**

Veolia will let the charity know if it can proceed to stage two of the bidding process.

### **10.2. Progress on quantity surveyor for funding application**

Progress is being made to source expert advice to input to the funding applications to Viridor and Veolia. Clarification about the level of detail required at this stage is being sought.

## **11. Steering Group Report: feedback to publication on web**

The steering group report with an introduction from the Chair has been put on the website.

At the date of the meeting there has been no feedback.

## **12. 2018 Accounts: progress update**

CW is working through a list of queries from the accountant; none of these are of a serious nature. CW is writing the Chair's report. CW is meeting with the accountant on Tuesday 30 April 2018.

## **13. Spot On Productions**

As the productions fit with the aims of the charity and will not make a loss the Trustees agreed that a proposal to put on a production be submitted to Spot On.

## **14. Letter to Barlow family**

A letter has been sent to the Barlow family requesting help with funding.

## **15. Finance update**

Finances continue on a sound basis and the charity is in surplus.

## **16. Events schedule**

The events schedule for May to July has been circulated.

A series of "Barlow Benefit" events is being planned where artists will perform free of charge in order to raise funds for The Barlow.

## **17. Any other business**

- Letter from Parish Council

A letter has been received from the Parish Council (PC). PC has taken legal advice which indicates that they do not have the power to raise a public works loan to fund repairs to the structure of the Barlow building. This is counter to the advice received from Blackburn and Darwen Council. The Trustees will consider how to counter this as it is a major strand in the funding strategy.

## **18. Date and time of next meeting**

Thursday 16 May 7:00 p.m.

Tuesday 28 May 4:00 p.m.

AGM Thursday 30 May 7:15 p.m.