

**Notes from the Meeting of Board of Trustees
Barlow Charity Thursday 1st August 2019**

1. Trustees will produce notes only until secretary appointed.
2. **Present:** Stephen Danks, Phil McDermott, Paul Allen, Yvonne Fleming, Lynn Jeffries
3. **Apologies:** Peter Russell & Mike Fay
4. **Declarations of Interest:** PM, PA
5. **Notes from 18th July** meeting agreed.
6. **Financial report :** Treasurer now has full access to bank accounts. Reading Room holiday pay sorted, till being updated to include stock reporting and clarify bar and RR takings.
7. **Wedding Package proposals** Suggested maximum of six per year. Costings discussed including need to put on firmer footing. Agreed there would be no corkage deals in future.
8. **Funding update:** Yvonne Fleming met with Martin Proffitt on 1st August re funding for repairs to the Barlow. As soon as we have new estimates for windows, plumbing and electrics can push for stage 2 before 31st Oct. We have to rearrange meeting with BWD re roof funding asap. SD to liaise with Mike King. New HLF bid also possible but currently closed to applications.
9. **Sponsorship possibilities:** To be discussed next meeting
10. **Management/Delegated powers:** Interim management group now formed, Nigel Truswell Chair. Working groups to include Trustees discussed.
11. **Constitution/Solicitor feedback:** Discussions on-going in preparation for public consultation at future date.
12. **ECRC lease progress report:** nothing to report at present.
13. **CCTV** The CCTV is operable, it plays back one month's worth of data.
14. **Trustees Building Tours:** YF, LJ & PA went on the tour 1/8/19. Rest of Trustees to complete soon. Jake Berry MP has accepted invitation to visit later in month.
15. **Complaints procedure:** Agenda item for next meeting.

