

## VISCOUNTESS BARRINGTON TRUST

### Minutes of meeting held on 2<sup>nd</sup> July 2025 at 20:30

#### In the Vic Day Hall

**Present:** Bjorn Watson, Chair (BW), Richard Bartle (RB), Lucy Brown (LB), Lewie Hilsdon (LH), Simon Howell (SH), Julia Jones (JJ), Bob Sheldon (RS), Elaine Ware (EW), Claire Winfield (CW), Gerard Pearson (GP), Nathan Woodhouse (NW)

**In Attendance:** Lyn Frape, Alisha Sorr

**Public:** 2 members of the public

25/65	<b>APOLOGIES FOR ABSENCE</b> N/A	
25/66	<b>DECLARATION OF INTERESTS</b> None.	
25/67	<b>MINUTES OF MEETING HELD ON 19<sup>th</sup> May 2025.</b> The minutes were approved. Proposed, Cllr Winfield. Seconded Cllr Bartle. RESOLVED. The minutes were signed.	
25/68	<b>MATTERS ARISING FROM LAST MEETING</b> <ul style="list-style-type: none"><li>a) <b>25/53 (25/33 - 25/19) – Action on the track.</b> Waiting for price from contractor. No update.</li><li>b) <b>25/55 – Gigaclear.</b> Cllr Watson and Cllr Jones had teams meeting with Gigaclear, The proposed lines are to be placed just inside recreation ground alongside the track into the football club. All other lines are outside VBT land. Cllr Watson in contact with VB Homes and they confirmed the agreement, Gigaclear are proposing a payment of £75 per house.</li></ul>	
25/69	<b>PUBLIC REPRESENTATION</b> No matters were raised.	
25/70	<b>TO RECEIVE SUCH COMMUNICATIONS AS THE PERSON PRESIDING MAY WISH TO LAY BEFORE THE MEETING</b> <ul style="list-style-type: none"><li>a) <b>HMC Terms of Reference &amp; Minutes.</b> The Hall management committee terms of reference and minutes of the meeting held on the 18<sup>th</sup> June 2025 were approved. Proposed Cllr Watson, Seconded Cllr Sheldon. RESOLVED. The minutes were signed.</li></ul>	
25/71	<b>CHAIRMAN'S ANNOUNCEMENTS</b> <ul style="list-style-type: none"><li>a) Cllr Watson reiterated that concern had been raised with the Charity Commission regarding VBT financial management and internal transparency. Trustees should be conscious of this and act accordingly.</li><li>b) HMC will have delegated powers as dictated on Terms of reference which allow HMC to approve financial reports and agree budgeted expenditure up to £5,000. Anything over £5,000 will be presented at VBT meetings. Next HMC meeting will be Thursday 10<sup>th</sup> July 2025, 5:30pm in the Claridge Room</li></ul>	
25/72	<b>FINANCIAL MATTERS</b> <ul style="list-style-type: none"><li>a) <b>Financial reports for April &amp; May.</b> These reports had been circulated. No issues were raised. Cllr Brown proposed that they should be approved. Seconded Cllr Woodhouse. RESOLVED. There was one abstention.</li></ul>	

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	<p>b) <b>May &amp; June payments.</b> These reports had been circulated. No issues were raised. Cllr Jones proposed that they should be approved, Seconded Cllr Ware. RESOLVED.</p> <p>c) <b>Bookings Report.</b> The booking reports to the end of June was presented. Overall, the current bookings had exceeded the budget for 2025/26. It was noted that there only bookings to October for weddings and unsure whether bookings will be placed after.</p>	
25/73	<p><b>MEMORIAL TREE UPDATE</b> Cllr Ware reported that anonymous donations have been received, and the £2,000 target has been reached. The funds will be used for purchasing and planting the tree, any necessary groundwork, electrics and a commemorative plaque. Tree is to be planted in November.</p>	
25/74	<p><b>CCG REPORT</b></p> <p>a) <b>Centenary concert.</b> Successful school concert for the Centenary was held in the Hall. A formal thank you card to be sent to children of Shrivenham School for the centenary concert.</p> <p>b) <b>Fancy dress competition.</b> At the fete taking place on Saturday 23<sup>rd</sup> August there will be a children's fancy dress competition, there will be prizes and a small token for every entrant. Reverend Patrick will be judging the competition. Posters advertising the competition have been distributed.</p> <p>c) <b>Commemorative Keyrings.</b> Planning to give every child from Shrivenham School and September entrants a commemorative keyring which will have a picture of the hall to celebrate the centenary.</p> <p>d) <b>Fete.</b> The Chestnut room to be used for the exhibition of 100 years of the Hall, Cllr Ware to confirm change of venue with fete committee. Cllr Ware suggested a stall at fete to advertise the Hall as a wedding venue, VBT will meet fete committee cost of stall. Leaflet to be designed to hand out at fete.</p> <p>e) <b>Crowdfunding.</b> Website for crowdfunding went live and will be advertised predominantly using the VBT Facebook page.</p> <p>a) <b>Alfred Williams Play.</b> VBT sponsoring play about poet Alfred Williams taking place on Friday 3<sup>rd</sup> October</p>	EW
25/75	<p><b>HALL MANAGERS REPORT</b></p> <p>a) <b>Energy Project.</b> Project is complete apart from the cowl, all lights have been replaced. There have been some difficulties with switching due to previous water damage from leak in roof. Energy auditor has praised energy saving methods which saved same amount of carbon as one car driving all around the world every hour. Cllr Brown requested Cllr Watson send this to her in writing for VBT Facebook page.</p> <p>b) <b>Hall refurbishment.</b> Kitchen still has to be refurbished. Three formal quotes need to be obtained before S106 application can be completed, PJE have provided quote, but it was incomplete. Hoping to obtain two remaining quotes before the next VBT meeting on Wednesday 3<sup>rd</sup> September as application takes two/three months to be approved by Vale DC. A plan and outline spec was produced and caterers consulted.</p>	BW

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	<p>c) <b>Other hall matters.</b> Hedge at front of the hall has been trimmed. Fire alarm has not been tested for some time. A test will need to be conducted soon.</p> <p>d) <b>Recreation Ground matters.</b> Cllr Watson inspected the playground and it was looking rather run down. Some of the equipment needs fixing or replacing. A leak in the pavilion toilet has affected the wall between the ladies' and umpire's room. An insurance claim has been made. Waiting for a leak detection assessor to visit. Car park gravel needs to be replaced, PJE were asked to carry this out after the loggia refurbishment. A way to ensure doors are held in place is needed, potentially placing a catch on the doors, PJE has been asked to pursue this, Main door is sticking and needs to be attended to.</p>	
25/76	<p><b>MINUTES OF HALL MANAGEMENT COMMITTEE HELD 18<sup>th</sup> JUNE</b></p> <p>Corrections need to be made to minutes and will then be circulated.</p>	
25/77	<p><b>TO RECEIVE REPORTS FROM TRUSTEES ATTENDING MEETINGS ON BEHALF OF THE TRUST</b></p> <p>Trustees to write a formal thank you card to children of Shrivenham School for the centenary concert.</p>	
25/78	<p><b>PLAYGROUND RENOVATION</b></p> <p>Playground needs upgrading and renewing. A long-term plan needs to be agreed, with quotes and a potential timeline for the five years. Options for inclusive and accessible playground equipment along with adult exercise equipment should be explored. Crowdfunding may assist with costs. Cllr Watson advised that a plan has is in currently in place which will be augmented and examined within the coming months. Cllr Watson also advised that a Rospa report will be taking place which will be reporting on the safety of the playground equipment.</p>	
25/79	<p><b>ANY OTHER BUSINESS TO BE ADDED TO NEXT MONTHS AGENDA</b></p> <p>Hall Mangers Report to be taken off VBT agenda from now on as it is discussed in HMC meetings</p>	
25/80	<p><b>DATE OF NEXT MEETING</b></p> <p>Wednesday 3<sup>rd</sup> September 2025 at approx. 9pm.</p>	

Meeting closed at 21.31