

**Minutes of the Newton Poppleford Playing Field Foundation (NPPFF)
(300848) Trustee Board AGM of Thursday 18th January 2018 held
in the Pavilion Centre at 7.00pm**

| | Actions |
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| <p>Present: Cllrs: Jeffery (Chair), Burhop, Coppell, Dalton, Downen, Lipczynski, Ranger, Tillotson, Walker and Zirker. Clerk (as Secretary). 1 member of the public in attendance. Meeting commenced at 7.00pm.</p> | |
| <p>1. Apologies: - Cllr. Kemp</p> | |
| <p>2. Chairman’s Report: Cllr. Jeffery, as Chair of the Parish Council, that body being the sole Management Trustee, gave her annual report to those in attendance. Cllr. Burhop thanked the Chair for her time, dedication and efforts on behalf of the Trustee Board. <i>Clerk: Please upload report to Parish Council website – NPPFF section.</i></p> | |
| <p>3. Secretary Report: Clerk, as Secretary, gave a brief report on activity during the last year and the plans to distinctly separate the two organisations.</p> | |
| <p>4. Financial Report for year ending 31st March 2017: Cllr. Zirker, as Treasurer and Pavilion Manager, provided his report for the previous financial year. Chair thanked Cllr. Zirker for all of his efforts on behalf of the NPPFF and, in particular, for his sterling efforts to fundraise for the Pavilion refurbishment. <i>Clerk: Please upload report to Parish Council website – NPPFF section.</i></p> | |
| <p>5. Election of Officers: Cllr. Jeffery was proposed as Chair of the NPPFF by Cllr. Ranger, seconded by Cllr. Burhop. No further nominations. Resolved unanimously. Paul Hayward (Clerk) was proposed as Secretary to the NPPFF by Chair, seconded by Cllr. Burhop. No further nominations. Resolved unanimously. <i>Election of Treasurer was deferred by agreement until the role can be decided upon given the recent decision to separate the financial transactions of the NPPFF from the Parish Council and to allow a review of the synergy between the role of Treasurer and of Pavilion Manager / Administrator.</i> <i>This matter to be considered at next Trustee Board Meeting.</i> <i>Clerk: Please note and add to next TB agenda when convened.</i></p> | |
| <p>6. To arrange date for next Annual General Meeting: It was felt that a date in mid-July 2018 would be preferable to allow the finalization of the 2017/18 accounts, and for said accounts to be audited as per TB resolution. <i>Clerk: Please liaise with Chair to agree upon a suitable date and for the meeting to be adequately advertised beforehand.</i></p> | |
| <p>7. Any other business / Matters of Urgency: None raised.</p> <p style="text-align: center;">(Continued on Page 2)</p> | |

8. Public Questions / Representations:

Gill Cameron-Webb, representing the Newton Poppleford Village Hall Trustees, spoke regarding the need for cooperation, not competition, between the 3 existing village halls especially as it was likely that the Church would be rebuilding their hall at St. Luke's in the near future and that the newly enlarged school would also have a "hall for hire" facility – creating a resource of 5 "halls" in a very dense geographic area. This may well lead to a fall in bookings at the existing halls or, perhaps, a "race-to-the-bottom" in terms of hire rates. There was also a concern raised regarding the fair allocation of grant funding between the village halls, given that the allocating body – the Parish Council – may favour its own facility over others. Cllr. Burhop countered this view by stating that all grants and awards were considered on their own merits and that each hall was perfectly entitled to make applications as they saw fit as long as they conformed to Council's published Grant Award policy. Chair outlined the governance and administrative improvements that Council was bringing in to ease the transitional separation of the NPPFF from the Parish Council.

It was suggested that a Hall Liaison group be established, initially with representatives from the PAV, VH and Harpford Hall (but later to include the church and school), to meet and discuss ways in which each venue can complement the others and assist when bookings conflict or are unsuitable. It was agreed that this be a standing item for NPPFF Trustee Board meetings hereafter.

Clerk: please note and invite representatives to meet initially to flesh out the concept and to work towards a regular forum for exchange of information and cooperative discussions.

Closure – With no further business to consider, the meeting concluded at 7.50pm

Chairman

Date

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