

**THE WHITEPARISH MEMORIAL CHARITABLE TRUST**  
**Registered Charity Number 282528**

**MINUTES OF SPECIAL TRUSTEE MANAGEMENT MEETING HELD ON**

**8<sup>TH</sup> June 2018**

**1. Appointment of Chair and election of other officers (Treasurer, Secretary etc.).**

Darryl Parsons nominated Mike Hayday as Chairman, seconded by Richard Burr. No further nomination was received, accordingly a vote was taken and all in favour. Mike Hayday was duly confirmed as Chairman for 2019.

Mike Hayday nominated Richard Burr as Treasurer, seconded by Darryl Parsons. No further nomination was received, accordingly a vote was taken and all in favour. Richard Burr was duly confirmed as Treasurer for 2019.

Mike Hayday nominated Julia Hayday as Secretary, seconded by Maggie Davis. No further nomination was received, accordingly a vote was taken and all in favour. Julia Hayday was duly confirmed as Secretary for 2019.

Trustees will sign the List of Trustees for the record at the August 8<sup>th</sup> meeting.

**2. MUGA future.**

Trustees discussed the next steps following the AGM decisions.

Action: John Herrett to notify the shop of proposed changes and collect outstanding monies.

Action: Mike Hayday to remove padlock and clear plank from MUGA

Action: John Herrett will adjust the length of the draw bar to facilitate opening and closing of the gate

Action: Mike Hayday to prepare notice for Steeple and Street and village notice board and circulate to Trustees.

Action: Mike Hayday to prepare draft copy for temporary laminated notices for the MUGA and obtain quotes for more permanent metal signs.

**3. Maintenance updates**

- a. Light Bollards. Onsite, John Herrett and Kevin Edwards to fit ASAP. This is unlikely to be before the fete. It was therefore decided we need a further cone to cover the electrics of nearest bollard. Maggie Davis to investigate sourcing a cone FOC otherwise one will be purchased from Screwfix.

Action: Maggie Davis

**THE WHITEPARISH MEMORIAL CHARITABLE TRUST**  
**Registered Charity Number 282528**

- b. Emergency lighting: Scheduled for 14<sup>th</sup> June.

Action Maggie Davis to give key to Kevin Edwards

- c. Playground repairs: In hand, spare part awaited. We also are due a playground inspection, this would be deferred until repairs completed.

Action: John Herrett to chase Ludus, Mike Hayday to book inspection.

- d. High level cleaning: Mike Hayday reported that he has accepted the quote from Salisbury Guttering Services reviewed at the closed meeting. Trustees discussed the replacement of florescent lighting tubes in the main hall using a tower loaned from Mr Peter Kidman. Maggie Davis reminded Trustees that this work would need to be carried out by a qualified and insured person.

Action: John Herrett to discuss with Kevin Edwards and obtain costs for Trustees to consider via email.

- 4. Fete preparations and 100+ Club; John Herrett and Maggie Davis confirmed a banner has been ordered and the Trustees available on the day will man the 100+ club stall. The Trust will use Mike Hayday's gazebo
- 5. Watermill Theatre and Panto update. All in hand, Maggie Davis to organise bar, John Herrett to confirm Trustees roles
- 6. Any other business.

Ian O'Neill reported that the remaining dustpan and brush had been removed from the Centre. He has a spare.

- 7. Dates of future meetings.

Thursday August 8<sup>th</sup> 2019 at 7:30 pm in the Cowesfield Room

Thursday 26<sup>th</sup> September at 7:30 or 8:00 pm (TBD) in the Main Hall

Wednesday 20<sup>th</sup> November at 7:30 in the Cowesfield Room