

## WINGFIELD BARNS

prepared 07.08.2022

### Minutes of the Board Meeting – 10.30 – Thursday 28th July 2022

**Present:** Andy Robinson (AR), Luke Heydon (LH), Guy Mathias (GM), Dennis Murray (DM), Diana Kearsley (DK, chair)

**In support:** Anna Fielding O'Farrell (AF)

**Apologies:** Matthew Abercrombie (MJA)

- 1) **Approval of Minutes - meeting 23.06.2022** were noted as a true record of the meeting and proposed by GM, seconded by DM – approved unanimously by the Board

**Matters arising** – see **Schedule of Actions** from the board meeting 23.06.2022

Donation Schemes	-	closed	Internal timber repair	-	closed
CIC minutes on Website	-	closed			

- 2) **Operations Manager** - AF reported: An 'open air' theatre performance was well attended and other successful events. Two more wedding bookings. Galleries 1 and 2 have been redecorated. The Great Barn to be decorated on 8th August and the foyer a little later. New patio tables and chairs have been purchased at a cost of £870. Price increase on bar refreshments and an improved wine has been introduced. The International Mini Print exhibition is prepared and running from 30th July to 4th September 2022. The website will include a button to enable visitors to contribute to a 'donation scheme', this will also include a 'pop-up' option for contributions and a suggestion made regarding introducing a 'booking fee' on ticket sales. The minutes of the Board meetings are now published on the website, dating back to 09.2021.

a) **MSDC Heritage Officer** to be 'chased' regarding maintenance of the site. A response has been received from E Attack (MSDC) regarding external decor.

b) There has been interest in the Granary rental - but no further interest reported. AF to check if this interest is positive.

- 3) **Business Project Manager** - no news regarding the outstanding C of U applications for the rented site buildings.

- 4) **Membership Scheme** - Membership Scheme: board discussed how best to design/promote an appropriate scheme - suggested 'subscription launch' (**ACTION AF**) using existing mailing list plus other ideas - the time scale is an important factor and to a degree dependent on the future of WB. Ongoing **ACTION LH/AF**


- 5) **Carpark surface project** - following on from the car park plan LH brought to the Board last month, it has been established that the work will need planning permission from MSDC planning authority. The car park plan to be drawn up **ACTION LH** and the planning application to be prepared and submitted **ACTION AF**. Additionally Wingfield Church and the Parish Council to be advised about the carpark and a site visit to be arranged for

both **ACTION AF**. The Parish Council to be approached for possible funding for this project.

- 6) **AOB** - Another government funding scheme was discussed - 'Community Development Grant' with a maximum fund of £20k - the CIC to apply and meet the 16th September deadline. This application will be drafted in conjunction with the 'Community Ownership Scheme' expression of interest application meeting, its deadline being the 9th August. **ACTION AF/AR** are meeting between the 9th/18th August.  
AF holiday request - 24th - 31st August - agreed by board  
LH suggested contacting the Britten Peers Trust regarding a possibility it may be interested in Wingfield Barrns as a 'satellite' venue for events - board agreed.

- 6) **Date of next meeting - 15th September 2022 - 14.00 - followed by 'target setting' meeting**

Meeting closed 11.45

Chair.....  
Diana Kearsley

Date: 15/09/2022