

WINGFIELD BARNS

prepared 06.03.2022

Minutes of the Board Meeting – 10.30 – Thursday 3rd March 2022
Venue – Wingfield Barns

Present: Matthew Abercrombie (MJA), Dennis Murray (DM), Andy Robinson (AR), Diana Kearsley (DK, chair)
In support: Anna Fielding O'Farrell (AF)

Apologies: None

1) **Introduction:** Luke Heydon gave a brief outline of his background and how he will be able to contribute to Wingfield Barns CIC. Luke had previously sent us a resume of his background etc. The Board agreed that Luke would be an asset to Wingfield Barns as he has considerable 'arts' knowledge and has great interest in the Barns etc. **ACTION DK** to write to Luke and confirm becoming a WB CIC Board Member (this was agreed outside of the meeting).

2) **Minutes of the meeting held 26.11.2021** were noted as a true record of the meeting and proposed by MJA, seconded by DM – approved unanimously by the Board
Matters arising – see Schedule of Actions from the Board Meeting 26.11.2021
AF and AN working hours - closed
New members for the Board - closed

3) **Operations Manager** - reported on events: A 'Quiz' was held in February, very successful with a profit of £350 and attended by 29 people. Mini Print exhibition import taxes have now been refunded - the exhibition will again be held this summer and WB management will be mainly responsible for the arrangements, Ian Chance (original curator) will continue to help AF with set-up. A decision to clean the wooden flooring in Studio 4 and the flag stones in the Great Barn has made a tremendous difference - quite an achievement!!!
The WB website has been updated and now enables ticket sales to be booked directly on this site. A new coffee machine is installed and will provide more choice and ease/speed of preparation. Omicron Health and Leisure Grant awarded WB CIC £4000.
The Christmas Market is being planned for December 2022 with fewer stalls than 2021. The 2021 market set-up was difficult due to the number of participants.
Other future events: Bob Flowerdew evening. - 21.03.22
Easter school holiday activities - in conjunction with the Gov. Food Programme Grant of £30 per child
Terrance Blacker evening - 13.06.22
A WB 'village fete' to be arranged and held in August
WB participating in Heritage 'Open Days' - 10.09.22
The Theatre Company is planning a 'Halloween' event

a) MSDC maintenance update: roof over the bar area in the Great Barn was repaired in January and water staining on interior walls has been decorated.
Fire escape stairs to the south of the Great Barn have been repaired but will be replaced eventually.
AF has been in conversation with a new MSDC employee, Jack Glover regarding the external decor of all WB buildings. It is likely to start in May 2022.

b) 1) The survey report prepared by Eammon Andrews was available prior to the meeting and considered very thorough and a most useful document enabling further discussion with MSDC as to their responsibilities and WB CIC expectations should the 'take-over' be possible. Costings of all the work outlined in this survey need to be done to give the CIC

more idea of the future financial outlay based on a 10 year programme. **ACTION AF** to work with Eammon Andrews.

2) Soft Market Survey responses to be sent to board members **ACTION AF**

When the survey costings are completed, it was agreed that a 'prospectus' should be prepared and presented to those people who responded positively to the Soft Market Survey. This meeting will be arranged after the 7th April board meeting - all interested people will be invited. **ACTION AF/AR**

3) Jack Glover, MSDC employee to be invited to The Barns to familiarise him with the set-up and to discuss the 'take-over' idea etc. **ACTION AR.**

As a result of the survey document, a timber frame building specialist is to be asked to visit and determine internal repair/decor needed in the Great Barn. **ACTION AF**

The 'next steps' programme to be determined at the board meeting on 7th April 2022.

4) **Business Project Manager -**

a) 2022/2024 Business Plan - to be abandoned until the future of WB CIC is determined

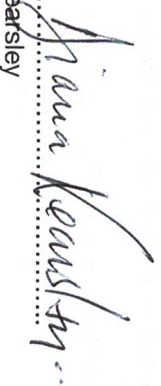
b) C of U Planning Application - another email sent 03.03.2022

5) **AOB -** None

6) **Date of next meeting - WB CIC AGM - 07.04.2022 - 10.30 in the Great Barn**

Board Meeting - 07.04.2022 - 11.00 "

Chair.....
Diana Kearsley



Date:.....

07 April 2022