

## WINGFIELD BARNS

prepared 15.05.2022

**Minutes of the Board Meeting** – 14.00 – Wednesday 11th May 2022  
Venue – Wingfield Barns

**Present:** Matthew Abercrombie (MJA), Dennis Murray (DM), Andy Robinson (AR), Luke Heydon (LH), Guy Mathias (GM), Diana Kearsley (DK, chair)  
In support: Anna Fielding O'Farrell (AF)

**Apologies:** none

**1) Approval of Minutes - meeting 07.04.2022** were noted as a true record of the meeting and proposed by MJA, seconded by GM – approved unanimously by the Board

**Matters arising** – see **Schedule of Actions** from the board meeting 07.04.2022  
The 'carpark surface' project to continue and specialist companies to be consulted  
**ACTION LH/MJA**  
Immediate repair to damaged ground **ACTION AF**

|                     |   |        |               |   |        |
|---------------------|---|--------|---------------|---|--------|
| Maintenance meeting | - | closed | Business Plan | - | closed |
| ACE grant.          | - | closed |               |   |        |

**3) Operations Manager** - Reported on the opening of the annual East Anglian Federation of Photographic Societies 2022 - 30.04.22 - 15.05.22.

The Easter workshops for children were a great success and secured government funding (awaiting payment) - similar workshops will be organised for the school summer holidays.

Promoting 'conference facilities' at WB is an ongoing project.

**a)** The meeting with MSDC did take place on 05.05.22 and attended by Emily Attack, Asst. Director, Assets and Investments, Simon Lanning (Communities Officer) and Jack Glover. The outcome of this meeting was not conclusive and the main maintenance problems remain. The Board decided a letter to Emily Attack be sent referring to discussions and confirming essential repair/decor and specifying an expected response date **ACTION AR/DK**. The ongoing proposed idea to invite Paul Harrison (Heritage Officer MSDC) to visit and ask for his support to be urged **ACTION AF**

**b)** **'Take-over'** - it was decided that the proposed 'business plan' (discussed at April'22 meeting) should be delayed as information available was influenced by the 2 years affected by the Covid-19 pandemic and lost business could not be predicted. The 5-year business plan will therefore be developed towards the end of 2022.

AF/MJA/AR did have a telephone interview with ACE to introduce WB as the first step towards putting forward an application to the ACE "Investment Principles Support Organisation Scheme" which, if successful could secure a £55k funding for a 3 year funding programme. The application needs to meet strict criteria to meet with ACE to be considered and to be submitted by 16.05.22. **ACTION AF/AR/MJA**. The result of applications will be announced in September 2022.

*(If anyone wants to know more about this programme, it can be found on the Arts Council England website)*

It was mutually agreed by the Board that AF is to claim any overtime hours.

4) **Business Project Manager -**

C of U Planning Application - Chief Planning Officer, Philip Isbel has now been involved and will be given yet another 'nudge' to get these applications agreed.

5) Discussed in item 2

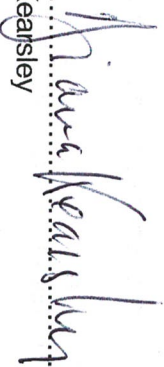
6) **AOB** - AF requested a 3 day holiday - 30th & 31st May, 1st June 2022. Unanimously agreed by the board.

In our efforts to meet with the diversity programme, AF spoke about the possibility of a new female board member and will make contact to arrange. **ACTION AF**

7) **Date of next meeting - 23rd June 2022 - 10.30 in the Great Barn**

Meeting closed 15.25

Chair .....  
Diana Kearsley



Date: 23/06/22