



WINGFIELD BARNS

prepared 30.06.2022

Minutes of the Board Meeting - 23rd June 2022 - 10.30 (Prepared by AR)

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

1. The minutes of the last meeting were agreed.

Outstanding actions

2. The draft section 106 agreement for change of use still awaited. When required pro bono legal advice will be obtained.
3. No reply has been received from Paul Harris regarding concerns about the impact of lack of maintenance on the structure of the listed building. Anna to follow up.
4. No reply has been received from Emily attack. Diana to follow up.
5. It was agreed the 'no reply' culture at the District Council should be countered by weekly follow up emails.
6. The commissioning of a timber frame expert should await further discussions with the District Council.

Items for Decision

7. Events are not selling very well. This is a general problem across the sector. Performers accept the situation and are willing to perform to smaller audiences. It was agreed that a 'box office split' will be the preferred approach to counter this problem.
8. It was agreed to submit an expression of interest to the Government community assets fund. Andy and Anna to complete.
9. The application for Arts Council funding was supported. Anna and Matthew were thanked for their hard work on the application. It was agreed that Anna should apply for overtime as required. It was agreed that the actions required to meet the Arts Council expectations should be discussed in detail at a planning meeting to be held on the 10th of August between 1800 hours and 2000 hours.
10. Luke introduced his paper on a proposed membership scheme based on research of similar organisations. His proposals were supported in principle subject to the box office system being

adaptable to service/support a suitable scheme for example by providing discounted tickets to members. It was agreed that Anna will investigate if the current Square box office system can accommodate this and that Anna and Luke will discuss a final proposal that fits with these capabilities.

11. Luke introduced proposals to improve the car park. A 40 space car park with appropriate surfacing, a bund and water retention area would cost £15,000 plus the VAT. It was agreed that the Church, which shares the use of the car park, should be approached for half of this cost which it should be able to obtain from grant funding specifically for Churches. It was also agreed that sponsorship should be sought and that the gap in funding should be obtained from grant applications such as CLL. Luke will check if planning permission is required [it is not thought it is as car parking is an established use on the site]. Anna will approach the church. The possibility off the field opposite the College being used for overspill car parking will be considered in future.

12. It was agreed that replacement/additional garden furniture would be purchased.

The meeting ended at 12:30 PM.

Chair 
Diana Kearsley

Date: .. 23/07/22 ..