



**PURTON WAR MEMORIAL AND VILLAGE CENTRE CHARITY  
Registered No 305562**

Minutes of the meeting of the Trustee for Purton War Memorial and Village Centre Charity Reg. No 305562 held at the Village Hall, Purton on Monday 30<sup>th</sup> April 2018.

**Trustees present:**

Councillors: P Grigg, H. Hicks, N. Hooper, S. Matthews, V. McKerrow, S Relfe (co-opted 12/03/18), R Thomas (Chair), E Wilson

**Mr M Rogers resigned from Council 4/04/18**

**Officers present:** Teresa Hartshorn recording the minutes

**Members of the public present: 6 members of the public present**

**Meeting commenced at 1900hrs.**

Members were reminded that the Council has a general duty to consider the following matters in the exercise of any of its functions: Equal Opportunities (race, gender, sexual orientation, marital status, age and any disability), Crime and Disorder, Health and Safety and Human Rights, and all mobile phones to be to on silent or switched off during meetings and not to be used unless in an emergency.

**PUBLIC QUESTION TIME:**

Members of the public are permitted to speak and ask questions during public question time. There is a limit of three minutes speaking time per person. Council is not required to give an immediate answer to a question or debate it at the meeting. Once Public Question Time is over and the Council/Committee has started the main meeting members of the public are welcome to remain for the duration of the meeting but may not participate further. There are occasions however when the public and press maybe excluded from a meeting due to the nature of the business to be discussed.

**34/18. RECEIVE AND ACCEPT APOLOGIES FOR ABSENCE:**

Apologies were received from: Cllrs G.Greenaway, J A Hurwood, J Hurwood, K Law

**Absent:**

Cllrs S. Harflett,

**35/18. DISPENSATION REQUESTS:**

**None requested**

**36/18. DECLARATION OF INTERESTS:**

**None declared**

**37/18. MINUTES/REPORTS:**

a) Minutes of the Charity meeting held on 26<sup>th</sup> February'18- circulated **Noted**

It was **proposed** by Cllr Matthews **seconded** by Cllr Hooper and **CARRIED** the Minutes of the Charity meeting held on 26<sup>th</sup> February'18 are approved as an accurate record.

b) Report from the Chair in respect of meetings held on 31/03/18 with RHC, PBC and PTC – circulated. **Noted**





**It was proposed by Cllr Thomas seconded by Cllr Matthews and CARRIED to suspend Standing Orders to bring forward item 8a on the agenda i.e. RED HOUSE CLUB.**

**38/18 RED HOUSE CLUB:**

- a) Copy letter to Charity Commission from concerned parishioner and enclosures – circulated **Noted**

The Trustees raised no objection to the letter and enclosures being sent to the Charity Commission as proposed by a resident present at the meeting.

The same parishioner elaborated on the history of the Red House Club and stated the Charity Commission should not have deemed the premises surplus to the requirement of the Charity as it is the main stay of the Charity and the house and grounds were bought by the villagers in 1946 as a War Memorial with the intention of it being a united recreation space for all. In his opinion a requirement to be a member in order to socialize at the Red House Club and the sale of alcohol is not a good enough reason for the Club not to be part of the Charity. He expressed his disappointment that no consideration is made that the Red House Club is the HQ for the Purton branch of the Royal British Legion, and inside the premises is a ‘Role of Honour’ for the Purton men who lost their lives in the 1939 -45 war. He concluded by saying that it is our Charity, a living memorial for those who lost their lives and it should be as it was set up and wanted to be run in the beginning as a united area not separated out as it is now.

A second parishioner addressed the meeting requesting the Trustees challenge everything and have an open discussion with the parish considering new ideas with a view to generating more income to sustain the Charity.

The Chair responded by saying that the Trust is open to new ideas and suggestions to improve the Centre and generate more income.

The Chair read out correspondence from the Charity Commission dated 1973 leading up to the Red House Club premises being deemed surplus to the requirement of the charity.

He went on to say the Trustees fully understand and respect the passionate arguments put forward in regard to the RHC being surplus to the requirement of the Charity but the Trust must not put itself in a position of Breach of Trust.

The meeting noted the Trust has prepared a letter to the Charity Commission seeking guidance in regard to the Red House Club as it had been agreed further investigation and consultation is necessary to ensure the Trust continues to work within its legal boundaries.

A third parishioner posed the question of Council relinquishing trusteeship.

The Chair responded saying this had been explored by a previous Council to no avail but this does not mean it cannot be re-visited in the future.

Public Question time concluded by the Chair stating once the Trust is clear on its legal position regarding discussions all interested parties will be updated.

**The meeting went back into session**

- b) Guidance and history/overview of RHC requested by the Chair– circulated **Noted**
- c) Charity’s letter to CC seeking guidance – circulated **Noted**

**39/18. MATTERS ARISING:**

- 18/18 k) Land to the side of 1 The Hyde – Secretary has responded on behalf of the Trust **Noted**
- 26/18 b) Replacement RAMP warning sign – in hand **Noted**

**40/18. FINANCE:**





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a) Income and Expenditure Sheets for period 01/02/18 to 31/03/18 dated 23/04/18 – circulated. **Noted.**

**Decision:**

It was **proposed** by Cllr Thomas **seconded** by Cllr Hooper and **CARRIED** the Income and Expenditure Sheets for period 01/02/18 to 31/03/18 dated 23/04/18 as presented is approved.

- b) Bank Reconciliation as at 31/03/18 – circulated **Noted**
- c) Village Centre Annual Licences expire 31/03/18:  
Purton Football Club – returned signed **Noted**
  - Purton Tennis Club – returned signed **Noted**
  - Purton Bowls Club – not returned due to change of signatory – in hand **Noted**
  - Scouts– not returned signed – chaser sent **Noted**
  - Guides – returned signed **Noted**
- d) Village Centre Information Sign (28/11/16 KL) c/fwd **Noted**
  - Planning permission – e-mail dated 16/04/18 – circulated **Noted**

**Decision:**

It was **proposed** by Cllr Thomas **seconded** by Cllr Hooper and **CARRIED** to accept additional expense of purchasing an ordinance survey map in electronic form for the cost of £47.50 and the planning fee.

Members noted kind offer of local resident to donate his time and expertise assisting with the planning application free of charge.

- e) Bowls Pavilion - Instant water boiler c/fwd (RT, NH) – WP report refers see item 4.  
Members noted that it is the intention of PBC to purchase the instant water boiler for their use. **NFA**
- f) Waste management. Hills have taken on Council’s contract. Members noted Hills go by weight therefore this may have a cost implications for the Charity. **Noted**
- g) DBS certification c/fwd – response dated 12/04/18 circulated

**Decision:**

It was **proposed** by Cllr Thomas **seconded** by Cllr Hooper and **CARRIED** the Trustees go for enhanced DBS certification for voluntary work.

**Action:**

Cllr Grigg to liaise with Clerk to the Council in respect of Trustee enhanced DBS certification.

- h) Bowls mower – WP’s report see item 4 refers **Noted**

**Decision:**

It was **proposed** by Cllr Hooper **seconded** by Cllr Grigg and **CARRIED** the Trust sells the bowls mower to the Purton Bowls Club for the fee of £1.

- i) Tree Works – invoice circulated **Noted**
- j) Bowls mower – invoice – circulated **Noted**

**Decision:**

It was **proposed** by Cllr Thomas **seconded** by Cllr Grigg and **CARRIED** the invoice dated 13/04/18 in respect of repairs to the bowls mower for the sum of £114.85 + VAT is accepted and approved expenditure.

**Action:**

Secretary to inform FO of the decision of the meeting.

- k) COIF shares - Memorandum from FO dated 23/04/18 – circulated **Noted**

**40/18. HEALTH AND SAFETY:**

- a) Risk Assessment – adverse weather conditions - draft circulated **Noted**

**Decision:**





It was **proposed** by Cllr Thomas **seconded** by Cllr Matthews and **CARRIED** the draft Risk Assessment in respect of Adverse Weather Conditions is approved.

**Action:**

Secretary to notify Deputy Clerk of the decision of the meeting.

- b) Fixed Wire Testing complete – reports to follow. **Noted**
- c) PAT – reports circulated **Noted**
- d) Accident with barrier involving a young child 26/03/18 – report from Deputy Clerk re action taken – circulated. **Noted NFA**

**Item 41/18 a) discussed during public question time 38/18**

**41/18. RED HOUSE CLUB** c/fwd:

- a) Copy letter to Charity Commission from concerned parishioner and enclosures – circulated **Noted**
  - Guidance and history/overview of RHC requested by the Chair– circulated **Noted**
  - Charity’s letter to CC seeking guidance – circulated **Noted**

**42/18. PURTON FOOTBALL CLUB:**

- a) Football pitch railings c/fwd  
Members noted there is no further update regarding decorating the football pitch railings at time of meeting
- b) Keyholder list – circulated **Noted**
- c) Storage of equipment – e-mail response from PFC circulated **Noted NFA**

**43/18. POLICE LIAISON REPORT : (KL)**

Cllr Law was not present at the meeting.  
Members noted that Nicola will be returning as area PCSO but on light duties.

**44/18. CENTRE GROUNDS:**

- a) Boundary hedgerow c/fwd – WP recommendations WP (RT,EW,NH)  
Members noted the WP had yet to visit the site however they will arrange to do so before the next meeting.

**Decision:**

**WP to carry the matter forward and report at the next meeting.**

**Action:**

WP to report at the next meeting.

- b) Grass area opposite the play area known as the ‘Putting Green’- email dated 24/04/18 from the Clerk – circulated. **Noted**

A full and frank discussion ensued.

The majority felt creating a putting green would be good use of the land meeting the charity’s objectives.

During the discussion members re-visited a previous request from the Red House Club to have exclusive use of the land for social events and beer garden.

The Secretary confirmed she had not yet had a reply from the Charity Commission with guidance regarding this proposal.

Members were reminded of the Charity’s objectives.

The majority acknowledged a beer garden would not be a good fit for the Charity as providing a garden area principally for drinking alcohol is not providing recreation and a leisure time activity in the interest of social welfare. There was also concern raised about the litter a beer garden in this location, might generate, and the fact that it is opposite a children’s play area was of equal concern.





Sharing the space with picnic tables purchased by the Red House Club for general community use could be acceptable providing the Club has a licence permitting customers to consume alcohol off its licenced premises.

It was agreed a putting green would not interfere with any social events should the space be hired out to other organisations for fundraising social events.

Members were reminded that the sporting clubs based at the Centre including the Red House Club have been granted a privileged discounted rate when hiring the open space facility.

**Decision:**

It was **proposed** by Cllr Hooper **seconded** by Cllr Grigg and **CARRIED** a putting green can be created on the green open space opposite the play area for community use as discussed.

**Action:**

- Secretary to liaise with the Clerk in regard to purchasing the equipment.
- Ground staff to prepare the green for putting.

**45/18. CHARITIES REVIEW c/fwd:**

- a) Press statement released following PC APM – circulated. **Noted**
- b) Update from the Chair

Members noted the charities review is ongoing and parishioners have approached the chair offering support.

**46/18. CHARITY COMMISSION:**

a) Updates:

• **Press Releases:**

Charity Commission agrees terms for independent review of Oxfam GB’s safeguarding arrangements

Charity Commission appoints interim manager to Ampleforth Abbey and the St Laurence Education Trust

Charity regulator opens investigation into Royal National Institute of Blind People, subsidiary charity, with concerns about safeguarding at both charities

Charity commission opens inquiry into The Save the Children Fund

Charity commission provides update on work of its interim safeguarding taskforce

Charity regulator calls for information to its inquiry into Save the Children Fund

• **Transparency data:**

Charity Commission gender pay gap

Operational compliance case statistics: 01/04/17 to 31/12/17

Inquiry statistics: cases opened 01/04/17 to 31/12/17

• **News stories:**

Alert for charities – watch out for CEO fraud

Tackling charity fraud: new resources

Make sure you know where your charity donations are going

• **Speech:**

New chair of Charity commission gives first major speech

• **Government response:**

Charity Commission responds to Joint Committee on Human Rights

Members noted that all copies of the above updates are with the Secretary.

b)Alerts and Guidance:





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- Safeguarding in charities – circulated **Noted**
- Regulatory alert to charities - safeguarding – circulated **Noted**
- Safeguarding is a key governance priority for all charities, regulator reminds trustees – circulated **Noted**
- How to report a serious incident in your charity – circulated **Noted**

**47/18. NEWS FROM THE TRUSTEES:**

**No items of news put forward.**

**48/18. PRESS STATEMENT:**

**No press statement was released from the meeting.**

**There being no further business the meeting closed at 1950hrs.**

**Signed..... Date.....**

