

# ENFORD PARISH HALL AND READING ROOM MINUTES

## PARISH HALL MANAGEMENT COMMITTEE MEETING

held on Monday 2<sup>nd</sup> March 2020 at 7.30pm

at Compton Farm, Enford SN9 6AZ

Present: Peter Cliffe-Roberts–Chairman (PCR) Bruce Waight (BW), Richard Roberts (RR),  
David Harbottle (DH), David Spencer (DS), Jackie Elkins (JE), Jane Young (JY),  
Mark Hiskett (MH), Vick Exley (VE), Emma Nutt (EN)  
Elizabeth Harrison – Secretary (EH)

The Chairman opened the meeting at 7.38pm

### 1. Apologies

Apologies had been received from Ollie Stagg

### 2. Election of Chairman

MH proposed PCR remain as chairman and all other committee members agreed.

PCR suggested the committee should also elect a vice chairman. DS proposed RR and all other committee members agreed.

PCR welcomed EN to the committee

### 3. Verification of Minutes

PCR explained that the Minutes of the meeting of 2<sup>nd</sup> September 2019 which should have been verified at this meeting, had already been verified at the AGM on 27<sup>th</sup> November 2019. EH apologised for over-zealous administrative behaviour and was forgiven.

### 3. Financial Update

PCR reported that the bank account was showing a higher balance than at the AGM last November due to the addition of, firstly, the balance of the £7,000 funding (£232.00) supplied by the Parish Council for the demolition of the Parish Hall and, secondly, a refund of insurance (£195) paid for the Hall which is now no longer standing. The bank account stands at £2,065.40

### 4. Matters Arising:

There were no Matters Arising from the previous Minutes.

#### i. Demolition Update

The Hall building has now been demolished and the site fenced off for safety, although the demolition has not yet been completed as some structural brickwork at present remains in-situ.

With the building removed, PCR and MH have now been able to carry out a precise measurement of the site; it is rectangular and is 14.6m wide and 11.4m deep.

PCR reported that his initial approach to, and meeting with, Wessex Water Estates Dept. to discuss the village sharing the WW access path (1.3 m wide) which runs along the south side of the Hall site, had gone well – potentially incorporating the use of the path width into the project in return for WW occasionally parking their maintenance vehicles in the car park. However, while he was away on holiday, PCR was advised that WW's contractors had started to erect a new fence along the WW / Hall boundary, something of which the WW Estates Department were unaware. Following several 'phone calls it transpired that the contractor's instructions had been instigated by a different department of WW, following representations made to WW by a local property. Whilst WW were prepared to dis-instruct the contractor ( as the expenditure on a fence would not be necessary if the proposed shared use proceeds) as a result of this intervention, WW are not now prepared to proceed with concluding an agreement for the shared use of the path until planning consent for the Hall site has been received and we are ready to proceed with the scheme as, in their words, they do not wish to get involved with "village politics".

With precise site dimensions of the site now available, the Committee agreed that PCR will now recommence discussions with Wiltshire Planning and Highways departments, including requesting a site visit, to establish an acceptable layout for the proposed public garden and private parking area.

A discussion was had on alternatives – such as less parking than previously hoped for but with a larger garden area, reducing the potential income from parking, but also increasing the public garden space and reducing initial layout costs, and also the option of not creating any parking, just a green public area in the middle of the village which again would be much less expensive to create, but would not provide any income at all and would require the Parish Council to pay the (relatively modest) running and maintenance costs.

#### **ii. Funding Agreement**

The previously drafted Funding Agreement between the Parish Council and the PHMC was discussed. DH expressed concern that a future Parish Council may wish to have the debt repaid leaving the PHMC members potentially personally responsible for any outstanding monies. It was agreed therefore to change the wording of the document. If the Hall site does not provide any income in the future then a loan is not even applicable. It was agreed to put the amended document back to the Parish Council for their consideration. JY pointed out that the Parish Council Minutes of 12<sup>th</sup> November 2019 ref: 19/141 states *"The Councillors were asked for their approval to pay the agreed cost of £7,000 which would be in the form of a loan to the PHMC. All Cllrs agreed"*.

#### **iii. Charity Commission:**

This is an ongoing item on the Agenda. It was agreed that it would be courteous to write to the contact at the Charity Commission and inform them of the progress to date. This might even help with getting the Governance document updated.

#### **iv. Planning for the development of the Parish Hall site**

This was incorporated in the discussion above regarding the demolition.

#### **5. Correspondence**

There was no correspondence to be circulated

#### **6. Any Other Business**

No other business was raised

#### **7. Date of next meeting**

The secretary will notify all members when the next meeting is to be called, which will be after progress has been made with Wiltshire Council Planning and Highways.

The Chairman closed the meeting at 8.55pm

Elizabeth Harrison  
Secretary and Treasurer, P H M C.

Date: 2<sup>nd</sup> March 2020