



TIVETSHALL PARISH COUNCIL

Minutes of Extraordinary Tivetshall Parish Council Meeting: 7:30 pm, Wednesday 18th October 2017, Tivetshall Village Hall

Present: Rita Land (Chair), Chris Sadler (Vice-Chair), Tony Jollans, Alyson Read, Robert Alleguen-Porter, Chris Miller and Ros Hill (Clerk).
6 members of the public.

Rita Land (Chair) opened the meeting by welcoming everyone and explained that the reason for calling the extraordinary meeting was due to resignation of the Village Hall Management Committee (VHMC) last week and to try and find a way forward.

1. APOLOGIES AND APPROVALS OF ABSENCE

No apologies received.

2. TO CONSIDER APPLICANTS FOR CO-OPTION

There were none.

3. TO RECORD DECLARATIONS OF INTEREST AND CONSIDER DISPENSATIONS

The Chair gave Cllr Tony Jollans the option as to whether he wanted to participate in the meeting as a member of the Parish Council or as an outgoing trustee. Cllr Tony Jollans responded that this was a difficult decision but after consideration he stated that he would like to participate as a member of the PC and declared an interest in item 5.

4. PARISHIONERS FORUM

The Chair of the current VHMC stated that his wish was for the VHMC to be transferred to a new set of trustees as smoothly as possible for the good of the parish.

A member of the public asked which governing document the VHMC used as its constitution. It was clarified that the 1951 Conveyance Document was still in force but with an amendment in 1972 when the Parish Councils of Tivetshall St Mary and St Margaret were combined to work as one Parish Council. This amendment reduced the number of PC trustees from six to three.

A parishioner who was involved in the establishment of the new village hall gave some historical context to the history of the VHMC and why reviewing and amending the constitution was not taken forward at that time.

A parishioner stated that if the VHMC AGM last week had indicated that the resignation of the VHMC was on the cards then it could have been made clear on the published notices – this may in turn have attracted more parishioners to come forward as trustees. It was noted that some people did not make the decision to resign until a day or two before the meeting.

There were discussions at various points during the meeting about the reasons for the resignation of all trustees on the VHMC. There was also some discussion about relationships between VHMC and other village organisations both in the past and currently.

5. VILLAGE HALL

5.1 To Consider Action Required Following the Resignation of all the Village Hall Management Committee Trustees

The Clerk explained that advice received from the Charity Commission, Community Action Norfolk (CAN), South Norfolk District Council and NALC it was clear in that the PC could only act in accordance with the Governing Document, which stated the PC could appoint three councillors as trustees on the VHMC.

It was noted that this is a different role to that of the PC as holding trustee for the land and village hall building.

It became clear that the PC Clerk and the VHMC Outgoing Secretary had both spoken to the same person at CAN in seeking advice on the appropriate process for replacing the VHMC Trustees. This person has offered to meet with both the PC and VHMC to advise on process. It was clarified that the VHMC would be calling the meeting as soon as possible and invite the PC to attend. Council agreed that the preferred option would be for one meeting and advice to be given to both the outgoing VHMC and PC at that meeting. If this was not possible then two separate meetings may be needed.

5.2 To Consider Process for Appointing New Trustees

Council discussed the process for appointing new trustees with those from the VHMC present and it was agreed that Council could appoint the PC trustees but not any non-council trustees. VHMC to seek further advice from CAN to ensure the correct process is followed.

5.3 To Consider Appointment of Parish Council Trustee(s)

Cllrs Rob Alleguen-Porter, Alyson Read and Chris Miller all confirmed their willingness to be appointed to the VHMC as trustees. This was agreed by Council. The Clerk to notify the Secretary of the VHMC of the appointed PC trustees.

It was agreed that the PC and VHMC would take advice from CAN on process before formally appointing the PC representatives as trustees.

It was clarified that PC trustees are expected to fully participate as members of the VHMC and need to ensure they can attend future VHMC meetings to ensure a quorum at future meetings.

5.4 To Receive Expressions of Interest from Prospective Trustees

The Chair asked members of the public if any of them would be interested in joining the VHMC as a Trustee. One parishioner indicated that she and her husband would be willing to join the VHMC and others present said they would be willing to help either in an advisory capacity or assist the VHMC on an occasional basis. This was noted as a positive by Council as it indicates a quorum can be maintained going forward.

5.5 To Consider Interim Arrangements Necessary

It was clarified by the Cllr Rita Land (Chair) that the existing Village Hall Management Committee are required to continue for time being ensuring the day to day running of the village hall and payment of invoices continues. It was clarified that some members of the VHMC would consider staying as trustees for longer than the agreed month if necessary to ensure a smooth transition. It was noted by Council that this must be time limited as the existing VHMC wish to cease their responsibilities as soon as possible.

Consideration was given to the three PC Trustees joining the VHMC immediately, but it was decided to wait until advice had been received from CAN.

It was agreed that both the PC and VHMC would obtain advice on interim arrangements from Jim Cambridge of CAN.

The Clerk asked if possible that the joint PC/VHMC meeting with CAN takes place before 30th October in order that items can be included on the agenda for the PC meeting in November.

Cllr Chris Miller asked if there was the possibility of TFAF working more closely with the VHMC in the future. It was noted that there might be the possibility of looking at the constitutions of both charities to achieve this.

6. TO SET THE DATE AND TIME OF THE NEXT PARISH COUNCIL MEETING

Proposed as Wednesday 8th November, 2017 at 7.30pm

Meeting finished at 8.50 pm