

THE CORFE CASTLE TOWN TRUST

The Town Hall, 1 West Street
Corfe Castle, Wareham BH20 5HA

www.corfecastletrust.co.uk



MINUTES OF THE TRUSTEES MEETING HELD ON WEDNESDAY 12TH APRIL 2017

Present: Louise Haywood (Chair), Emma Grinsted (Secretary), Rupert Spicer-Short, Tony Bryan, Rev Ian Jackson, Colin Fuller, Mary Wills, Angela Sturch, John Lindsay, Dawn Lindsay, Steve Clarke, Peter Morrison-Wells

Apologies: Andy Withers (Treasurer), Nigel Dragon, Mark Taylor

Absences: none

Matters arising from the minutes of the last meeting (11th January 2017) – Louise has had a response about the Mace and Seal, but it was just to say that they are still waiting to talk to the relevant person.

The toilet door has been eased by Colin and Rupert. It is ok for now, but it might be bad again in the winter.

Tessa Somerville is due to do the PAT testing in May.

The fire extinguishers were last checked in April 2010. The worst-case scenario is that they will need replacing at a cost of £45. Rupert proposed to replace them if necessary, Mary seconded the motion.

Alan Clevett is still due to give us a building valuation for insurance. The current rebuilding cost is £177,000. The last commercial valuation was for £625,000, 12 years ago, but this seems to have been a made-up figure. We need to find out the reinstatement cost first then go on to look at other current valuation figures.

We were asked if we would like to put forward a representative/trustee for the Village Hall. Tony goes to some meetings, but he doesn't want to be a trustee. If anyone else is interested, please let us know.

Correspondence – Margaret England's brother has been giving us some of her photographs, and other documents for the museum. As previously agreed, any original documents which we hold, or are given, will now be copied and then the originals will be taken to Dorset Museum for safekeeping. We have also been given a bequest of 1000 in her will.

Chairman's Annual Report for the year 2016 – this was postponed from last meeting as we had a presentation from George Preston.

1. At last the erosion of our capital reserves has stopped which was a heartfelt relief to all the trustees. Luckily the weather was kind in 2016, although dampness still causes problems in the chamber, so the maintenance costs dropped. The greatest outlay was on the weathered signage on the 'Gift of Four' in The Square. We had a record year for donations in the collection box in the Museum and a steady return from the mini Town Hall donation boxes scattered around the village. The booklet 'A Walk around the Village' raised £350 between January to December in 2016 which was pleasing. We also had generous donations from 'Crazy for Corfe' who hosted a quiz for our benefit which raised £235 and Dr Andrew Norman who gave us £100 for

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our help with his forthcoming book. It was discovered that the Parish Council had not been billed for the last two years. This has now been rectified and a system put in place that will not allow this to occur again. The National Trust's historical, perpetual annuity of £14 had also stopped but their direct debit is now in place again. This hiccup was due to an alteration in their accounting system.

2. There were a few alterations to our trustees in 2016. Steve Clarke was confirmed as a Parish Council Trustee and Rupert Spicer-Short was elected as his replacement. Rupert kindly undertook to work on the Museum Accreditation Scheme and has been steadily working his way through Section One (Organisational Health). To assist him with this a committee was formed and Vicky de Witt was appointed as our Museum Mentor. He has also been looking at our insurance costs which resulted in a visit from Dukes Auctioneers of Dorchester. We are still awaiting a valuation on the actual building. A new treasurer, Andy Withers, replaced Paul Jobling who left due to work commitments. Mark Taylor resigned as Bookings Officer and Dawn and John Lindsay replaced him. It says something that two people had to take over a job that one had held before. Charles Overton also stood down as a Trustee and was replaced by Angela Sturch. The Parish Council representatives were reminded that they must attend at least one meeting a year.

3. The quiz sheet produced for children visiting the Museum did not prove successful and we have not had any talks in the Town Hall (possibly something to look at for the future). The Ron Burniston village map in the Square is now being maintained by the Chamber of Commerce allowing them to update business names when necessary. We did not hold any exhibitions. Our Facebook page reached 375 followers when a photo of East Street was added and Emma, our hard-working secretary, maintains our website which explains what the Trust is about and how to contact us. And, bookings have finally started to arrive for the Town Hall. We now have a regular advertisement in the CVN so, hopefully, this will go from strength to strength.

4. In conclusion, I feel that the Trust is in a far better state financially than it was in 2015. We are looking towards the future with our Museum Accreditation plan and gradually modernising our approach in certain matters which leaves the Trust on a much sounder footing. Essentially, this is all down to you, the Trustees, who have willingly given up your time, effort and skills which has been very much appreciated. A big 'thank you' to you all.

Treasurer's Report – Our finances are going in the right direction. The insurance situation is good and we are now insuring everything and protecting our assets. Maintenance costs have been relatively low over the past two years. The audited figures, and accompanying report, will be sent out by email as soon as they are ready.

A collection box is now in The Town House.

Museum Report – Nothing to report.

Town Hall Report – The outside light has been fixed and renewed with a led bulb.

The bollard by the cross has been knocked over again. It was asked who is responsible for fixing this. Louise confirmed that the bollard belongs to Dorset County Council, so whenever it is damaged, Louise emails them to fix it.

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We need to ensure that a regular survey of our assets is done. It was decided that when we get our yearly insurance renewal Rupert and Colin will have a walk about to check everything.

Bookings – We have had re-occurring bookings from the Community Land Trust, the Parish Council, and the Community and Tourism Committee.

The Marblers gave us a donation of £15.

The U3A used the meeting room for a computer group, but we don't know if they will book again.

We now have a link on google maps and we come up as a result if users search for venues in Corfe Castle.

The lock on the main door needs checking. Colin and Rupert will investigate.

Accreditation – We are still working on part one, organisational health, with the volunteers and trustee contracts and induction and our emergency plan still needing work.

We are aiming for a draft of the first section hopefully by end of the year, although we have no target date for the completion of the accreditation process.

Part two is all about the collection, but it's a huge undertaking and we don't currently have the finances to do it properly. Part three is how we work with local schools, the community, our visitors and so on.

All the individual parts of the accreditation process benefit the Town Trust even if we never get to the point at which we are accredited. Eventual accreditation unlocks the potential for applying for grants and other funds, and means that we are not relying on legacies or fundraising to remain solvent. Any money spent on improving the museum will help with the accreditation process, but would also benefit the Town Trust now.

We don't currently have a business plan or a wish list for the Town Trust going forward. Steve offered to put together a blue sky thinking wish list based on the ideal of financial security for the Town Trust. Mary made the important point that high on our wish list should be paying a professional to organise and catalogue our assets.

AOB – The cards that were found in the meeting room have been put in the museum for 50p donation.

Peter Morrison-Wells signed the trustee's declaration.

Tony has been looking through the film in the filing cabinets. Some is on VHS and some is on 8mm. He will investigate having it converted to modern formats.

Diary Dates:

Town Trust Meeting -

Tuesday 3rd October 2017

Next Meeting: Wednesday 5th July 2017 at 7.30pm, Town Hall

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