

# Pilton Village Trust & Pilton Playing Fields Trust Consolidated Minutes

Nov 2022 / Dec 2022 / Jan 2023 / Feb 2023 / Mar 2023 / Apr 2023 / May 2023

Appointed Chair - Terry Moulder  
Appointed Vice Chair - Kelly Sumner  
Appointed Secretary - Carrie Hemmings  
Appointed Treasurer - Joseph Marcangelo-Lyons

Frequency of Trust meeting is to be held Monthly, the first Monday of the Month (Excluding Bank Holidays).

The Chair announced at the first meeting, that as a Trust we will be working collectively as a team and that we must work totally transparently. If we communicate, we communicate to every Trustee and to not host any sub meeting or debates or make any decisions on behalf of the Trustees without prior communication. Every email a Trustee wishes to send to a member of the Trust, regarding the Village Trust, will be sent to every trustee. This point will be reiterated at the next meeting to inform the rest of the team of our new working protocol.

The "Acknowledgement of Trustees' Responsibility - 2022/2023" form has been updated in line with current Objectives

The Chair stated that there is to be total transparency between all Trustees. If a Trustee needs to communicate or query anything with another Trustee, this communication shall be addressed to all Trustees to keep everyone in the loop. Sub Committees will be required to communicate in this manner within their group, however if a decision needs to be made, this also needs to be presented and brought to the attention of the whole Committee for approval. The Chair and Secretary will be responsible for liaising with outside organisations on behalf of the Trust, however this will be based on the whole Committee having knowledge of the communications and agreeing on a way forward and how to proceed. It has been noted that we have all agreed to work to this protocol. Any information that is not shared with the whole Committee will not be considered unless it is presented via our protocol.

At the Trust meeting held on the 1st December 2022, all trustees listed what they wished this trust to focus on and we all agreed on the following priority items:

- Maintenance;
- Fundraising;
- Pilton Playing Fields Trust Constitution & AGM;
- Village Hall Land Registry status;
- New Website for both PVT and PPFT;
- Understanding and resolution of the constitutional issues relating to the relationship of the Trust and Pilton Club;
- Risk Assessments;
- Pilton Village Hall Assets;
- Decision whether or not to proceed with a CIO status.

Fireproof Filing Cabinet purchased for hard copies of documents.

**Village Defibrillator** - Angela Wynn and Tracey Mapstone to manage the Village Defibrillator. This proposal was seconded and there was a unanimous vote.

## **Pilton Village Hall Assets**

The whole building and everything in it belongs to the Pilton Village Trust. The transfer of assets from the Working Men's Club to the Pilton Village Trust happened in 2012. From this point on the Pilton Working Men's Club terminated and a Limited by Guarantee company, Pilton Working Men's Club Ltd. was set up. Pilton Working Men's Club Ltd. a.k.a **Pilton Club** has a licence to use the Worthy and Perridge room as a licenced bar.

### **Sub Committees**

It was decided in order to operate more efficiently, enable quick and concise decisions to create specialist groups/sub committees to focus on different aspects of the Trust's objectives. It was decided that the following Sub Committees were key to progress the subject areas we are focusing on for the next 12 months:

- + Legal;
- + Maintenance;
- + Fundraising;
- + Pilton Club & Events;
- + Pilton Playing Fields;
- + Pilton Playing Fields Trust Constitution;
- + 5 Year Plan;
- + Website;
- + Electric Vehicle Charging.

Information of the sub committees and their members can be found on the PVT Website.

### **CIO Status**

The Legal sub committee reviewed the pros and cons to proceed with transferring Pilton Village Trust to CIO status. They presented their evaluation and put forward a recommendation not to proceed to a CIO status. The recommendation was seconded and there was a unanimous vote from the trust to agree with the recommendation of not proceeding with CIO Status and to close this issue.

### **Trustee Conflicts of Interest:**

- + *With the Ltd. Company* - There is only a conflict of interest if a Trustee gains personal benefit from the Ltd. company. Being involved with helping the Ltd. Company perform well is not seen as a conflict of interest. Trustees volunteering for the Ltd. Company is fine. Trustees can work in a non Director role and be paid for work, for example, working behind the bar, collecting glasses etc. as long as the Trustee pay/wages are the same as other employees employed by the Ltd. Company that work in that role, this is not seen as a conflict of interest. Any Trustees that have worked or are regularly working for the Ltd. Company need to declare their role at the Pilton Village Hall Trust meetings;
- + *Andy Reilly* was part of the Pilton Village Coronation Committee.

### **Pilton Village Hall Land Registry Status**

- The footprint of the village hall and car park now have been transferred and registered to belong to the Pilton Village Hall Trust.
- There was a unanimous vote by the Trust to resolve the Land Registry requisition regarding the transfer form and to ensure that the land is held by the Official Custodian for Charities, who now holds the land on behalf of the Pilton Village Trust.

### **Fundraising**

- Bingo nights 12th Feb raised £160, 26th March raised £150 & 23rd April raised £210 for the Trust;
- Quiz Night with Supper 25th Feb raised £170;
- Quingo Night with Supper 25th May raised £150;
- 200 Club relaunched with Jan, Feb, Mar & Apr draws held in the April Trustee meeting. All draws to be held at the Trustee meetings. The lucky winners will be announced via the PVT website, Pilton Community Facebook page and the Roundabout;
- Look out for other up and coming events via the Trust Website, Pilton Club website and FB page.

### **5 Year Plan**

- Provide maintenance plans;
- Review resolutions;
- The lift;
- Insurance.

### **Maintenance:**

- The windows in the original building need attention. A repair review will take place in order for the Trust will obtain new quotes with the scope of work clearly outlined.
- General walk around picked up items that need to be addressed, which have now been resolved and repaired;
- The Fire Extinguishers check is due in June;
- PAT Testing is due in July;
- Safety sheets updated;

### **Charity Commission Objection Letter**

A letter was received by the Charities Commission in 2016 which posed an objection to the 2014 PVT objectives, however it was not clear what the objection was. The Trust has contacted the Charities Commission to establish what the object was, but have has no response to date. We believe the the objection to the 2014 PVT objectives is likely to be the inclusion of the words "social club" in the amendments to the PVT's "Objects" which was made in 2014. The amendments are shown in bold with a strikethrough the text below. The remainder of the text is as per the earlier "objects" which are acceptable to the Charities Commission:

"OBJECT

4 Object of the charity

(1) Subject to the provisions of clause 25(4) below, the object of the charity is the provision and maintenance of a Village Hall ~~and Social Club~~ for use by the inhabitants of the area of benefit without distinction of political, religious or other opinions, including use for: (a) ~~Social~~ meetings, lectures, classes **and musical evenings**, and (b) other forms of **entertainment**, recreation, sport and leisure-time occupation, with the object of improving the conditions of life for the inhabitants.

The PVT does not provide a social club and never has provided a social club. The fact that PVT licences a number of rooms within its larger premises to a limited company which does provide social events is not relevant or indeed prohibited by the Charities Act. So long as the PVT does not itself provide (i.e. run) a social club it appears that we are not in contravention of the Charities Act. The Legal Sub Committee will prepare a governance document which sets out what PVT can and cannot do with respect to the limited company to whom we licence rooms to ensure that:

- the boundaries of PVT's roles and responsibilities are firmly established and published.
- Future trustees understand the framework within which they must operate.

It was put to the Trust, by recommendation from the Legal Sub Committee, that in order to resolve this issue and to be compliant to what the Charity Commission was satisfied with, the Trust can revert back to the original 2002 Object. The trust voted unanimously to revert back to the 2002 Object.

### **New Trust Website**

- A new website has been made for the Pilton Village Trust and a clone Website ready to use made for the new proposed Pilton Playing Fields Trust, if appointed;
- Websites to be managed by an external company, ARBA Development Studios to ensure consistently is maintained over the years as the Trust members change;
- The Trust Unanimously voted to accept the monthly cost of both the Pilton Village and Pilton Playing Fields Trust domain names and monthly admin/maintenance fees from ARBA Development Studios;
- The trust were offered PVH emails address'. Only the Secretary and the Chair took up this offer to date, other Trustees can request a PVT email at any time.

### **Pilton Village Hall Tenants**

The Trust value their tenants and of late there has been controversy about who uses the village hall. Due to this, one of the tenants who provided a good income and a versatile foot fall from the community through the village hall has decided to leave. Moving forward the Trust and Pilton Club have decided to work closely together and jointly grant approval for future tenants of the building. We will stand by our decision as we believe our tenants serve a valuable purpose to the local community. Current Tennents:

- + Pilton Club;
- + The Co-op;
- + Pilton Players;
- + Shepton Mallet Judo Club;
- + Blue Dog Jiu Jitsu.

### **EV Charge Points**

- As of Feb 2023 the Ev charge points have generated approx. £700 income for the Village Hall Trust;
- The EV charge rate is now 50p per KWH/unit to bring in line with the national average.

### **The Chip Van**

The Frying Machine is currently located in the Village Hall Car Park every Friday, serving food from 16:00 to 20:00. The van is very popular and the idea of van being situated in the Village Hall Car Park would bring more awareness and usage/busin of the Village Hall and to surrounding Services. It has been reported that the Co-op has benefited from increased sales with the Chip van in situ, however the Pilton Club have not. There seem to be complaints about the smell of the chip van via neighbouring properties and lack of parking for Co-op and Pilton Club customers, however there have been no formal complaints to the Trust or Pilton Club. The Trust have agreed to allow the chip van to continue to operate and review the situation each month.

One Trustee kindly did some research into the whether the van benefits the Pilton Club. They were informed by Pilton Club that they were the first person to buy a drink from the bar whilst waiting for their takeaway. Upon this info, they ventured outside to chat to people in the takeaway queue. Most people didn't realised that the bar/club existed, that it was open where you can order food (eat in or take out) and that there was a bar available.

### **Lotto Bonus Ball Last Friday of the Month**

Set up by one of our Trustees. The draw will be held on the last Friday of the Month in the Pilton Club Bar, the winner of the Jackpot needs to be present to claim the money, if not the Jackpot will roll over to the next week. 2nd, 3rd & 4th prize winners can claim their money any time. There will be 90 tickets available which will be on sale in July, for players to purchase 6 months of draws up front. 1 x Jackpot £60 (more if there is a roll over). 3 x £10 runners up. This Lotto is to run in parallel with 200 Club. All profits are raised will be donated to the Trust and the Pilton Club will benefit from increased customers at the bar.

### **Pilton Playing Fields**

- Safety Sheets Updated
- General walk around picked up items that need to be addressed, mostly maintenance most of which have now been resolved and repaired. A log is kept of any outstanding items;
- There is a leak in the water fountain by the skate park. The water supply is now shut off and possible repair in the future. The new Playing Fields Committee can decide whether the water fountains should be fixed or removed;
- The dog poo bin has fallen over. This is the responsibility of Mendip Council to repair. It was agreed that Pilton Parish Council would be best suited to chase this issue for resolution;
- The annual ROSPA report will check every individual item in the Playing Fields;
- Fire Extinguishers check in June;
- PAT Testing due in June;
- The metal cabinet in the tennis court is locked and provides no access to the public. The whereabouts of the second key is unknown, however the public seem to be able to access the contents and use it. There are issues of Tennis users putting the net up, however not taking down. Other users of the Court are having to remove the net. New signs to be made to ask all users of the court to pack away all of their equipment safely;
- Sound proofing to be looked at to improve the acoustic of the room and keep it contained when music is played in the pavillion. Baffles are very expensive and a case study by The Bath and West have confirmed they do not fix the issue. Soundproof curtains and other options to be looked at;
- The metal covers for protecting the building windows have been made;
- Coronation Celebrations granted to take place at the Pilton Playing Fields and the Pavillion;
- E-Scooters being used at the playing fields. The first solution would be to put up signs around the playing fields;
- The Pilton Show Committee, have requested permission to use the field this year (1st weekend in September, 2nd/3rd September). However, they need to ensure that they properly clear up and be accountable for clearing up and any damage caused. The proposal of allowing the Pilton Show to carry on was granted with a unanimous vote.

### ***Pilton Playing Fields Trust Constitution***

- The Heads of Terms developed by the previous PVT Trustees and the Parish Council are already established as a skeleton constitution and overlay of rules. It will be up to the new Playing Fields Committee to resolve/change the constitution to fit their purpose. with the advice of Trust Lawyers to inform the Trustees of what powers they have to do so.
- To enable the separation of the Trustee groups (between the Pilton Village Trust and the Pilton Playing Fields Trust), it is recommended that the current Playing Fields Trust should revert to the 1966 trust deed. There was a unanimous vote by Trustees to revert back to the 1966 trust deed. This provides the beneficiaries more involvement and influence.
- The Trust agreed that 7 of the 10 organisations still exist from the Trust 1966 Deed. These have been formally contacted to ask if they wish to put someone forward as a trustee on the new potential Playing Fields Committee as per the Trust Deed.
- The PVT Trustees voted to add the Pilton Show Commit to the list of organisations entitled to to nominate a potential Pilton Playing Fields Trustee (power at clause 6 of the Trust Deed, list at Schedule 2).

### ***Pilton Playing Fields AGM***

- Date set for Sunday 21st May 2023 @ 19:00 in the Pilton Playing Fields Pavilion.
- Nominations for the Trustees have been received from seven nominating organisations. The Trust deed allows for ten trustees to be nominated from Village Organisations. PVT voted (with a majority vote) to recommend a total of three nominations from the Parish Council to the AGM (per clause 8 of the Trust Deed).