

No valid decisions can be taken at a board meeting unless a quorum is present; the quorum for board meetings is 4 charity trustees, present in person. There are currently 4 serving Trustees

1.	Meeting validity confirmation Present: (PB) Patrick Buck - Chair, (AC) Andy Clegg - Treasurer, (WO) Bill Ottaway, (JS) Jean Shaw, Linda Wild (LW) - minutes Apologies: None The meeting was quorate	Action
2.	Declarations of interest - None	
3.	List of AOB to be discussed at the end of the meeting if time allows JS – Windfarm vehicles are leaving a lot of mud in the car park. WO – Windfarm vehicles drive into the car park to pick up workers who leave their own cars parked for the day.	
4.	Approval of minutes from 4th May 2026 WO proposed and JS seconded.	
5.	Matters arising from previous minutes – 4th May 2026 5.1 AC - Overhead lines funding for public toilets refurbishment. AC – The application is in. It has been amended to suit their requirements. 5.2 PB/AC – Arrange staff performance reviews. AC – We need to carry out performance reviews. I have collected all the documents together. PB – I would like to arrange this in the next 2-3 weeks. 8 th or 9 th June? Should LW send out a note? AC – Caretakers separate or together? PB – Together, they both do the same job. PB and AC agreed on an afternoon. Also see DH the day before? 5.3 LW – Arrange Kings Arms Development Trust meeting after pub running for a month. LW - KADT were unable to attend this month but have asked if they could attend the next meeting if they are available. They will send questions prior to the meeting. LW – to get in touch to arrange. 5.4 LW - Create Newsletter LW – Not started. What would you like in the newsletter? Regular events, Pub, 100 year birthday party. Warm Hub. SPEN funding applied for public toilets refurbishment, upgrade to hall heating system. 5.5 We need to find a ventilation solution for the hall damp problem. JS – Shared paperwork on a system used to remove condensation. This is used successfully by several people I know. AC – I have noticed the roof vents in the hall ceiling are blocked. They need to be opened up and a moisture extractor put in the space. DH has offered to go up into the roof space if there is scaffold in place.	AC PB/AC LW LW

	AC – We need a specialist company to come out and look at this. PB – A ventilation company? AC&WO Yes. PB – I will phone DTAS to see if they can recommend anyone. 5.6 Explore SPEN funding to replace the bridge to Arnsheen Park. AC – Will include this in funding application. 5.7 WO – Hard standing in Arnsheen Park needs re-gravelling AC – Wait until the bridge is replaced to allow better access. WO- Could we ask Solway to do concrete work for the bridge? A discussion followed. AC – We need to check the iron girders which are currently in place to make sure they are still sound. WO – We would need fixings for the handrail. 5.8 PB – Section 50 for pub outstanding AC – Alan Lamont told JS he would help with this. He has been in contact and will keep us up to date. Licencing are keen to get this done. 5.9 LW - Send a letter of approval to BEG for fireworks display LW – Done. 5.10 LW - Table tennis provision – ask for further details LW – I received a reply today with dimensions of the folded table. PB – I think it's a good idea. AC – It's a good idea but not likely to be used without a youth club. A discussion followed including lack of space to store the folded table. PB – Decline politely but leave it open. 5.11 WO - Surplus trees from squirrel funding to be planted in the park WO - All trees have now been planted including two in the hall grounds.	PB AC WO/AC AC LW
6.	Treasurers Report AC handed out a financial statement to end May 2026. The bond is now in the BDT bank account but it is restricted. PB – A note should be made if the board changes that it is restricted. I have applied to BCIC for funds for outstanding invoices for the pub since April 2024 onwards. Materials are already paid for. PB – The majority of invoices are from before we took over.	AC
7.	HR Report AC – I have spoken with the caretakers about some of their concerns.	
8.	Secretaries Report Planned power cut for overhead lines I have arranged for a generator to be delivered to the hall to allow hot drinks to be made for members of the community. The proposed date is Tuesday 23rd June but this may change. Jiggy Wrigglers is booked in for this date I phoned to check and they will be able to use power from the generator for lights and sound. I have let Gillian know. Plants for planters are due to arrive 16th or 17th June. DH is currently clearing the planters ready.	
9.	Health and Safety LW - Repainting of ladies toilet with wipeable paint is complete. The disabled toilet walls have been repainted with wipeable paint there is just some gloss painting outstanding.	

	LW – The SAC Kitchen Inspection took place on 5th May. A pass was given but a lot of essential paperwork is missing which should have already been in place. I am working on creating checklists and other paperwork and posters for the kitchen. This includes a requirement for cleaning checklists for not only the kitchen but the whole hall. Caretakers will need to complete checklists when cleaning and these will be checked at the next inspection which will take place on about 3 years time WO – The First Aid boxes need to be checked for out of date supplied and restocked as required.	LW WO
10.	Facilities WO – I have greased the swings in the park. DH is working on resolving the leak over the meeting room front window and checking the grey paint at the bottom of the walls. Some bricks are crumbling away. Picnic benches will be taken away and refurbished by Community Payback via BCC. PB – We should take benches from the hall to the Memorial Garden to stop people parking in it. AC – We should replace old benches with plastic ones like at the pub. PB – I am concerned that benches in the Memorial Garden would be used as an extension to the pub. Maybe we could use low chains instead. WO – I will have a look for the old chains which were around the hall before the dry-stone wall. PB – We should put up a sign saying 'Memorial Garden'	WO
11.	Pub Outbuilding PB – I have sent the plans to two builders. One is coming tomorrow morning to look again. He estimated £30,000 previously. I have contacted the second one and suggested he comes out soon. AC – We need a third quote for the work. PB – I have pointed out that conflicting opening times are being advertised.	PB PB
12.	AOB Windfarm Vehicles bringing mud into the car park AC – BCC has a contact, Colin Wylie. PB to get in touch via BCC. Hall Noticeboard WO – Should we just turn the noticeboard around? AC – No it would not be visible without standing on the grass. WO – The posts are set in deep concrete. We would need to buy new posts in order to relocate it. AC – The butt box can be moved after the noticeboard is moved. WO – The noticeboard will be moved to the hall grounds entrance from the car park.	PB WO
	Meeting closed at 20:50 Next meeting: 6th July 2026	