

**Minutes of NYCE Committee Meeting  
on Wednesday 24 September 2025  
7.00pm in Upper Meeting Room, Subscription Rooms**

**AGENDA**

**Present:** Jonathan Duckworth (JD) Chair, Tracy Shipp (TS) Treasurer, Fern Bratby (FB), Pam Brown (PB), Les Haines (LH) Minutes, Mark Smeaton (MS)

**Apologies for Absence:** Dave Parker (DP), Fred Ashworth (FA), Claudia Weston (CW), Cliff Jordan (CJ), Iain McIver (IM), Mark Peer (MP), Cllr. Luke Stewart (LS)

**1. Minutes of Committee Meeting 9 July 2025:**

**1.1** These were circulated by email by LH on 14 July; they were approved by Committee, signed by the Chair and are to be added to the website.

**2. Matters arising:**

**2.1 (Item 2.1)** JD and MS updated the meeting about **website development** progress. They are liaising with PB about the transfer of the hosting service from Lucy's Crimson Wire to a new service by mid-October. Lucy who has given us valuable service for some time now is content with this change. The new company also hosts the website for Nailsworth News. The domain name costs £4.56. **Action:** The development work is ongoing.

**(Post meeting note:** the company Stablepoint of Ewen, Nr Cirencester will provide Cloud Web Hosting (starter) w.e.f. 19 October at an annual cost of £86.11 inc. VAT. JD is arranging payment.

**2.2 (Item 2.2)** It was decided that any further discussion on the benefits of **other heating solutions** (such as infra-red heating as suggested by IM) or a **ventilation installation** for the hall would be deferred until a special meeting in the New Year (**Action:** LH diary entry); Richard Erskine has been formally thanked by DP for his advice about heat pumps;

**2.3 (Item 2.4)** Update on the **Acorn School's** request to hire the meeting room for classes: PB said that classes have already started from 8.30am to 4pm each day in the upper meeting room. The school has provided a Risk Assessment a copy of which was shown to Trustees. One line referred to the possible fitting of an interior door combination lock\*.

**Actions:** Trustees firmly rejected this request\*. Our overriding stance is that the service offered by us i.e. space for classes must in no way inconvenience other users who meet the needs of the charity. The arrangements will be reviewed by Trustees after half-term.

PB to inform them and also chase them for a (promised) safeguarding policy which has not yet materialised.

**2.4 (Item 4.4)** Since the previous meeting a **step-stool** has been provided for hall users to reach the window handles

**2.5 (Item 8) Proposed new house** build off rear lane. JD reported that he, MP, FA and LH had arranged a site meeting with the proposer, JM, on 15 July. These Trustees had made a number of observations and suggestions and JM said he would make further enquiries and contact the committee with any new information.

To date nothing further has been heard from that party so the situation remains in flux. **Ongoing.**

**3. Finance:**

**3.1** TS reported that the charity is in a healthy financial position with £42,680.99 on account with no outstanding debts. All the recent window work has been paid for.

**3.2** The Annual Accounts 2024/25 produced by DL and TS had been circulated by email on 16 July and they show annual income of £27.27K and expenditure of £20.10K.

**Actions:** (i) Trustees present approved the accounts as produced;

(ii) TS will arrange with DL for the page listing the trustees' names and the approval date (24<sup>th</sup> September) to be updated and given to LH for (iii) below;

(iii) LH will then send the Accounts with our Annual Report to the Charity Commission for inclusion on our website listing.

**3.3 Utilities:** (i) water - we pay £125.71 per month at the moment and a meter reading is due\* **Action:** FB and LH will arrange for this to be done by checking the roadside meter\*.

(ii) gas and (iii) electricity and solar energy – meeting noted the latest comprehensive monitoring report from DP (also attached to these minutes at **Appendix A** for easy reference); they also noted that the second solar battery was installed successfully on 4 August;

**3.4** DP had proposed in a note circulated prior to the meeting for the committee to consider authorising certain trustees to have spending authority up to a specified limit for the purpose of maintaining the fabric of the building and to enable them to act promptly when the need arises.

This authority should be subject to certain conditions to maintain financial probity and oversight. **Action:** the proposal was considered carefully and supported; the future mechanism will be that when any rapid decisions are required about minor repair works Trustees will be circulated by the proposer (usually FB) and provided the proposal receives the backing of at least one other Trustee the work may proceed. The financial limit set is £1000. The instigator of the work is then required to promptly notify the treasurer (TS) of the details for payment to be authorised.

#### 4. **Building:**

**4.1** Meeting noted completion of the three replacement windows on the lower ground floor. FB and PB said that the works, fully funded by NYCE, had been carried out in good time and to their complete satisfaction during the summer break. The result is better visibility, easier maintenance, improved ventilation and symmetry with the other windows. The contractor, Barry Hunt Windows, has been paid. This work completes the 5<sup>th</sup> and final phase of window changes for the whole building and Trustees are very proud of the outcome.

**4.2** During the meeting the cracked window pane (security glass) in the room overlooking the hall was inspected and it was noted that the pane next to it was also damaged. No-one has any idea how this damage has occurred – deliberate actions or stress on the glass? The panes were fitted in the late 1980's when the meeting-room in its current format was created.

**Action:** FB will contact Roman Glass Ltd to arrange a site visit and a quote.

**4.3** The only other building issue brought to notice by PB was the recent scuffing on the surface of the hall floor leaving black lines (done by unknown activity). The marks have been tackled by the cleaners but have not been fully erased yet.

**Actions:** PB to write to all users of the hall to remind them to exercise more care (done) and LH will contact the contractors, Reflex Sports, to see if they can recommend a solution.

**4.4** PB had noted unexplained mould in the lower ground floor front room and had asked Roy of Frampton Construction to check it out. He reported that it was caused by condensation and that the new windows which now can be easily opened to increase ventilation should solve the problem.

**Action:** PB to update us if there is no improvement.

#### 5. **Grounds:**

**5.1** Gardening / clearing tasks – work party completed on 5 September (LH,DP); further ones will be arranged for the autumn months; Richard from the workshops has given the plum tree in the rear garden a good pruning.

**5.2.** Monkey puzzle tree – LH raised this subject and recommended that we had a follow-up inspection by the tree surgeon who carried out the original inspection in January 2024 thus following their advice at that time. **Action:** LH to arrange.

#### 6. **Updates from User Groups:**

##### **6.1 Tennis Club – MP says:**

“ The summer match season is now over; the Men's B and C teams both won promotion and our B and C Ladies teams held their own within their respective leagues. Men's A and Ladies A both struggled in League 1 and will be dropping down to League 2 next season. Some high quality tennis played. However player availability was a problem mainly down to injuries. Overall a very good summer season.

Our 'Pimms and strawberries' social summer event was well attended and our next social will be 'mulled wine and mince pies' nearer Christmas time.

We have 2 Ladies teams entered in the County Winter League which starts in October.

Due to the success of the mixed club evening we have introduced a second mixed session on a Friday morning starting at 9.30am until 11.30.

Shingi's coaching sessions are still fully subscribed with 3 age-related sessions on a Friday. Due to popularity Shingi is looking to introduce further sessions on a Saturday morning.

Many thanks to Iain for cutting back the shrubs on the north fence – this helps us greatly with maintaining the surface of the courts”.

##### **6.2 Phoenix Table-tennis – CJ updated:**

“ The Stroud League winter season starts in 1<sup>st</sup> week of October. We have entered 7 teams of which 3 are in 1<sup>st</sup> Division, 3 in 2<sup>nd</sup> Division and 1 in 4<sup>th</sup> Division.

Junior coaching sessions restarted last week (on 4 Fridays, increment block sessions). These sessions are dependent on numbers of Juniors committing to attend.

Friday Senior coaching sessions are also in progress and will continue at least up until 1<sup>st</sup> week in October, once again depending on numbers of adults committing to attend.

Also at present we still have Friday morning adult practice/club sessions from 10am to midday.

The Tuesday club nights from 7pm to 9pm are still happening but will finish by the start of the winter league season.

Club Saturday morning open-to-all sessions will continue from 9.30am to midday.

There is much new TT development happening in the Stroud League area. There is a new Club starting at the end of September at Maidenhill School, Stonehouse. Monday evening Junior and Senior TT practice and coaching is continuing at Minchinhampton Community Hub.

I am running TT coaching after-school club at Nailsworth Primary School on Fridays from 3.15pm to 4.15pm for this school term and possibly continuing for the rest of the school year with over 20 pupils signed up. Before December we will be starting a Stroud Junior League and the start of the Junior Open Tournament (actual dates to be agreed).

There is talk by some of our TT committee members about organising a Club Christmas Social here at the Sub Rooms. No doubt they will speak to Pam about available dates.”

### **6.3 School of Larks - Circus Skills.** CW reported by email:

“ School of Larks have had a successful summer running HAF (holiday activity and foods) sessions across 3 districts including 2 days at the Subscription Rooms hall. Everything is ticking along nicely with some classes being very full and others needing a few more students – but it all balances out. Currently we are getting lots of enquiries for parties and events.

We are starting to actively look for some more funding for new projects such as taking circus into care homes. My apologies for this evening and hope to see you at the next meeting”.

### **6.4 Community Workshops** - PB reported as follows:

#### **“ Pi in the Sky**

On August 2<sup>nd</sup> we held our first one day music festival at Ruggers Green Barn. The site was kindly donated to Pi Guitars by Luke which was amazing and helped us make sure the event was not only a great day but raised money too. We had a total of 17 bands playing throughout the day – starting at 12noon and finishing at 11.30pm and sold 200 tickets with quite a few complementary ones on top. It was a great community day and raised just under £3,000 for Pi Guitars as well as raising its profile. We are extremely grateful for the support we had helping us to make the day a success – from Luke to the bands to Mark for all the lighting and photos, Reuben and Jacob who ran the stages to the bar staff staff and many others. We have agreed with Luke that we will do it again next year on Saturday August 1<sup>st</sup> and will start planning this week.

#### **Windows**

Over the summer we have three new windows put in the workshops which have made a huge difference, not only in the looks but they will improve ventilation and thus the condition of the building. The surrounds were also made good and painted. All kindly paid for by NYCE

#### **New term**

All groups started back the week of September 8<sup>th</sup>. The three groups for home education are full with 45 children over the course of the week. The rest of the week is unchanged with Cotswold Chine, Men’s Shed and an open session on Monday afternoon. The next joint project being undertaken in the Men’s Shed is a notice board for the National Trust.

#### **Guitar donation**

We finally managed to give the guitar sponsored by the Malt and Music event to Tom from the Creative Living Centre: [www.creativelivingcentre.org.uk](http://www.creativelivingcentre.org.uk) This is the 16<sup>th</sup> guitar we have either donated or sold since we started Pi guitars in 2023.

#### **Rotary talk**

We had an unexpected call from Fern last week saying Nailsworth Rotary needed a last minute speaker. Gavin was happy to step in and sing the praises and needs of Pi Guitars. He had a very positive response and said they thought they could sponsor a guitar for a rehab centre in Derby who we have been in contact with. We are waiting for conformation but they were very positive on the evening. It was rather lovely that one of the members was wearing a ring they had made in a Rotary evening in the workshop four years ago. It was so nice to make up-to-date contact with a local group. Thank you Fern.”

## **7. Safeguarding:**

**7.1** This is an opportunity for any safeguarding issues to be brought to attention; none have been notified since the last meeting.

## **8. Nailsworth Town Council’s Local Emergency Plan:**

**8.1** NTC is updating its local emergency plan and would like some public buildings such as the Subscription Rooms to be listed as suitable as a temporary rest centre in an emergency. JD and LH had met with the Deputy Town Clerk, Cliff Christie, on 21<sup>st</sup> July when the proposal was explained. It is envisaged that during the duration of a local serious emergency where it was deemed necessary to evacuate people to a place of safety, locations such as the Subscription Rooms may be asked to open up their doors to provide temporary refuge. Mr Christie was made aware of the capabilities and limitations of our facilities.

**Action:** Trustees were happy to offer such support if needed in the future and await further news from NTC. The plan will require a number of Trustees (to be determined) to provide their contact details as a 'keyholder'.

**9. Management Reports:**

**9.1** LH has circulated an updated schedule of improvements to the building and grounds for the period January 2024 to 31 August 2025. Not only does the report show the most recent completed projects but it includes projects from the start of the renovation programme which has now extended over 15 years. It was felt important to record all this activity and expenditure so it does not fade from memory. Committee acknowledged and accepted this report.

**9.2** Similarly, LH has circulated the latest Business Plan Monitoring Report for the period 1 January 2025 to 31 August 2025. It includes a summary at Para 3.4 of our finances over the past 6 years showing total income of £148.29K and expenditure of £154.70K. Committee noted this report. The next report will be produced by LH in April 2026 will be the final one for the life of the current Plan.

**10. Annual General Meeting 19 November:**

**10.1** In preparation for this year's AGM the following was agreed:

- ✓ Arranging for the necessary papers including trustee nominations and production of a Public Notice of the meeting (LH);
- ✓ Distribution of Notices and website entry (PB); Civic Centre notice-board (LH);
- ✓ Annual Accounts already dealt with. A copy will be available at the meeting (TS);
- ✓ Refreshments i.e. wine, soft drinks and nibbles (FB).

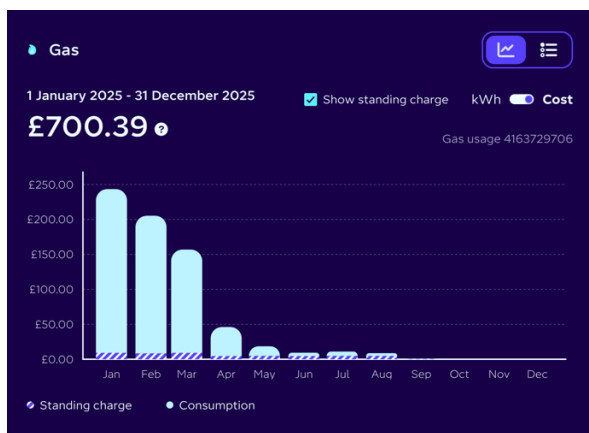
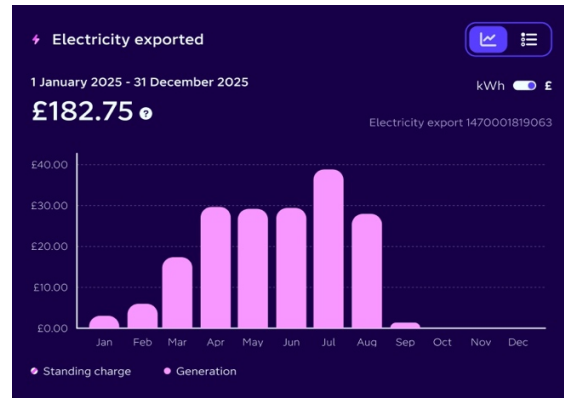
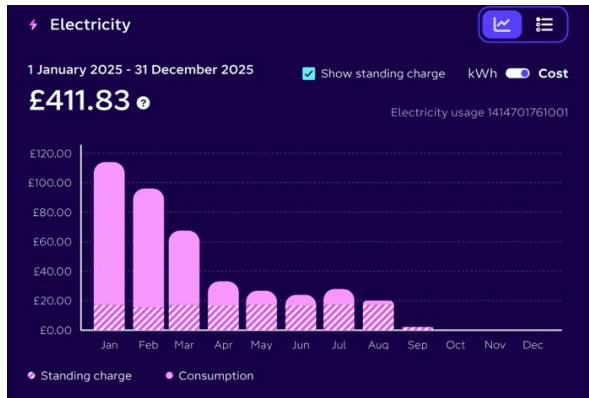
**11. Any Other Business:**

**12. Date of Next Meeting:**

7.00pm Wednesday 19 November: **Annual General Meeting**

## ENERGY CONSUMPTION

The charts below give the latest position for 2025 from the Octopus electricity and gas accounts.



## EXPORT TARIFF

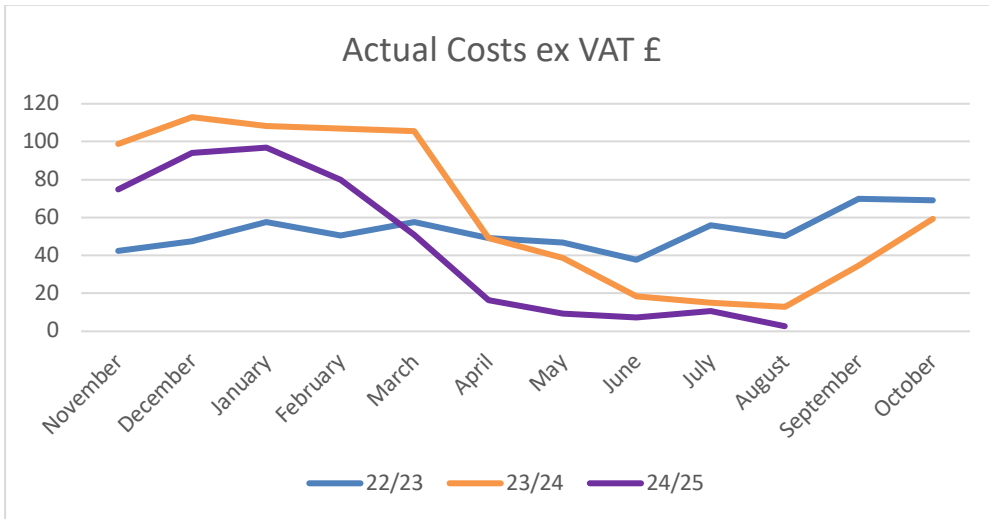
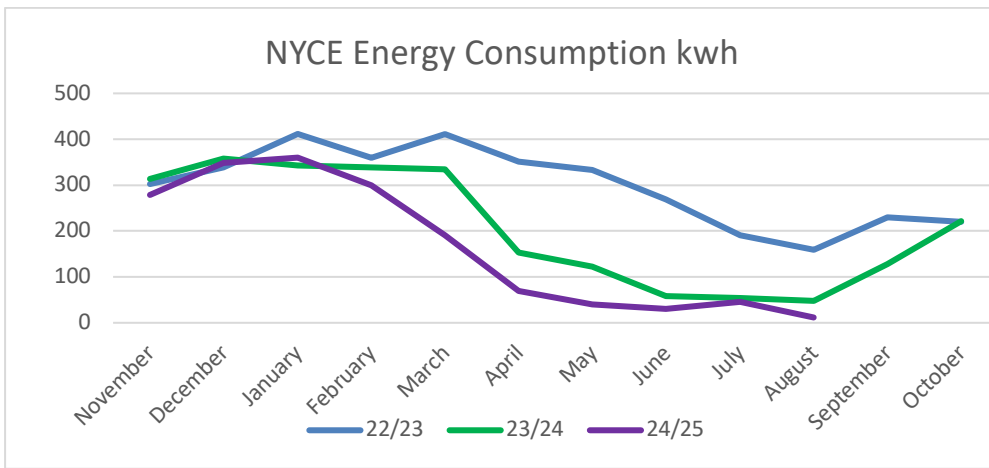
In July we were offered the chance to opt for a new export tariff called Shape Shifter which is a variable rate but suggested it would maximise the benefits by picking the best time of day to export to gain the best price. We had one week to take up the offer so I decided to go for it. We can opt out whenever we want.

In July we received 10.58p per unit exported compared with the 8p previously. In August we received 9.35p per unit. This is very disappointing because I believe there is a standard tariff available at 12p per unit. I have referred it to Octopus to understand what's going on.

## SOLAR

The additional battery was installed successfully on the 4<sup>th</sup> August. We will continue to monitor consumption and export levels to see what impact the extra storage capacity is having.

The charts previously published to show the year on year comparisons have been updated and are given below. As would be expected given the exceptional amount of sunshine in the UK this year we have benefitted in both consumption levels and cost. The cost chart does not include either VAT or the standing charge.



I have started two new charts to monitor exports which started in August 2024.

