



**Minutes of the Extraordinary Meeting of the Trustee of KLASSIC Charity on
Wednesday 10th September 2025
Diamond Jubilee Town Hall, Kirton in Lindsey at 7.00pm.**

Trustee Members Present : Hazel Fox (HF) (Chair), Pat Frankish (PF), Joy Kofoed (JK) Suzanne Stephenson (SS) & David Garritt (DG) part.

Trustee Members not present : Tony Kitchen.

Also Present : Temporary Venue Manager (TVM) (Mandy Coote), Town Clerk (TC) Neil Taylor-Matson and 7 members of the public.

Minutes

- 2509E/01 Town Clerk Support
Proposed: PF Seconded: DG All: In Favour
RESOLUTION: Agreed support from the Town Clerk to attend KLASSIC Trustee meetings until deemed necessary. Remuneration if required will be paid
- 2509E/02 Apologies for Absence
Apologies were received from Barry Starkie.
- 2509E/03 Declaration of Interests / Dispensations
None received
- 2509E/04 Public Participation
A Trustee of the CIO requested a document detailing the proposed lease and who would be accountable for what. A trustee member stated they were waiting for legal discussions before anything could be considered but were looking at a long term lease 99-125 years. Another Trustee of the CIO felt that all the uncertainty was having an impact on the Community Groups who regularly use the facilities, for example applying for grants and funding. A Trustee Member stated there was no cause for concern and that the Trusteeship would adhere to and perform their duties as if not fulfilled it would be a breach of trust. Once discussions with legal representation have taken place further information would be forthcoming. It was suggested by Trustee Members that a letter is sent to all user groups to allay fears, however this was not voted on/assigned
- 2509E/05 Minutes
The Trustee Members considered the Minutes of Meetings held on
 • 13th August 2025
Proposed: SS Seconded: PF All: In Favour
RESOLUTION: That the above minutes were duly approved and signed.
- 2509E/06 KLASSIC CIO
The Trustee Members discussed a letter received from the CIO proposing a joint meeting on 15th September to discuss the handover of KLASSIC. Agreed that a letter should be written back to CIO to advise them that due to delays hearing back from North Lincolnshire Council, it will not be possible to meet on the 15th September 2025.
- 2509E/07 Bookings Update
New regular booking has been forthcoming, Manor Park FC will train and use KLASSIC for their home league matches

Signed:

Dated:

- 2509E/08 Controlled Access Door and Gate Entry System
Various systems available on the market were discussed.
RESOLUTION: Agreed that the TVM would liaise with JK to investigate further which systems would be most suitable in order to begin research quotations
- 2509E/09 Exclusion of the Public and Press
RESOLUTION: The Public and Press be excluded. DG apologised having to leave
- 2509E/10 Insurance
Contact with the insurance company was attempted by VM and TVM, but no responses received in time to bring an update to the meeting. VM/TVM to continue trying to contact insurance company in order to clarify and discuss requirements, advise CIO of outcome.
Proposed: SS Seconded: JK All: In Favour
RESOLUTION: Necessary cover to be put in place and authorised cost under health and safety spending power.
- 2509E/11 Staffing
- a) TVM is in place and to continue the role while needed. Remuneration for extra hours worked to be paid at the agreed rate
 - b) It was discussed at length to record that the previous agreement in principle would not impact the 4 hours and salary of the current VM and that further discussion is deferred until consultation can take place with the current VM.
 - c) It was discussed that information was to be provided to the CIO about the complaint regarding late arrival of caretaker, meaning cancellation of a booking.
SS declared an interest and did not enter into discussions regarding resolution
RESOLUTION: That the client not be charged and given an additional free week

The meeting was closed at 8.20pm.

Signed:

Dated: