

# FRAMFIELD PARISH COUNCIL

Clerk:  
ANN E NEWTON (Mrs)  
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E-Mail: framfield.pc@virgin.net

"Highlands"  
Blackboys  
East Sussex  
TN22 5LR

## ACTING AS TRUSTEES TO THE FRAMFIELD MEMORIAL HALL AND, RECREATION GROUND TRUST. CHARITY REGISTRATION NO: 305228

21 February 2012

Dear Trustee

May I please remind you that a meeting of the Trust will be held in the Memorial Hall, Framfield, on Tuesday, 28 February 2012 at 7 pm.

Yours sincerely



### AGENDA

#### 1. Apologies for Absence

#### 2. Declarations of Interest – Trustees to give notice of declarations of personal and prejudicial interests in respect of items on this agenda.

#### 3. Minutes of the Last Meeting (29 November 2011)

#### 4. General Correspondence

- Framfield Village Hall Market – financial summary 2011.

#### 5. Finance

- Schedules of expenditure as at 31 January (Trust and Hall) – to follow.
- Formal agreement of the expenditure since the last meeting as detailed on the report to be circulated at the meeting.

#### 6. Recreation Ground

- Matters arising

FF 018	Clerk to contact Digley Associates to arrange for them to inspect the play areas on 2012.	CLERK.
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- Any other recreation ground business

#### 7. Memorial Hall

- Matters arising

FF 019	Booking/charging for the use of the ground etc. Football clubs still to finalise registration agreement. Update if available.	CLERK.
FF 020	Application for a variation of the Premises Licence. Clerk to meet with WDC Licensing Department.	CLERK.
FF 022	H&S Risk Assessment. Clerk to arrange a date.	CLERK.
FF 023	2012 meeting dates to be circulated to Hall representatives.	CLERK.

- Refurbishment – update/progress if available/matters arising.

FF 021	Hall refurbishment - RFO to set up Gift Aid.	RFO.
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- **Any other Hall business**
  - Pyrotech.

## **8. Framfield Allotments Trust**

- **Matters arising**

FF 024	Framfield Allotments – Tenancy Agreements. Clerk to issue agreements at the appropriate juncture.	CLERK.
FF 025	Jan Riddle to sort out Framfield Allotments account.	RFO.

- **Any other Allotment Trust business.**

## **9. Any Other Business at the Discretion of the Chairman.**

## **10. Date of Next Meeting, Tuesday, 24 April 2012, at the Memorial Hall, Framfield, commencing at 7 pm.**

Copies to:

### Representatives

Darren Cosshall (Framfield Stagers)  
 Alayne Jenkins (Horticultural Society)  
 David Jenner (Framfield & Blackboys Football Club)  
 Graham Pope (Village Representative)  
 Sandy Rogers (Village Markets)

### Employees:

Lisa Parsons (Cleaner)  
 Mary Short (Bookings Clerk/Caretaker)  
 Brian Short (Caretaker)