

**MINUTES OF THE MEETING OF THE TRUSTEES TO THE BLACKBOYS VILLAGE
HALL, RECREATION GROUND AND ALLOTMENTS TRUST INCORPORATING
PALEHOUSE COMMON RECREATION GROUND.
CHARITY REGISTRATION NO: 305225
HELD AT THE VILLAGE HALL, BLACKBOYS,
ON TUESDAY, 25 MARCH 2014 AT 7 PM**

Present Jeff Goggin (Chairman) Peter Friend
 Selina Allen Maria Naylor
 Richard Brocklebank Rob Newton
 Myran Eade

In attendance Ann Newton – Parish Clerk Members of the Public – four
 (Officer to the Trust)

(The minutes are detailed in the order in which they appeared on the agenda but not necessarily the order in which they were taken at the meeting. A copy of all the reports mentioned will be attached to the minutes for the minute book).

Sheila Walters (representing Blackboys Cricket Club), Mr Terry Everitt and Mrs Alayne Jenkins (representing the Horticultural Society), Brian Short (Caretaker) and David Jenner were in attendance.

Prior to the start of the meeting there was a presentation from Ian Pearse of WEL Medical on defibrillators.

1. Apologies for Absence

There were none.

2. Declarations of Interest

Councillors to give notice of declarations of personal and prejudicial interests in respect of items on the agenda. Jeff Goggin declared a prejudicial pecuniary interest in any reference to Gill Goggin, cleaner/bookings clerk at the Hall, as she is his wife.

3. Minutes of the last meeting

It was agreed that the minutes from the last meeting held on 28 January 2014 having been circulated, be approved, adopted and signed as a correct record (JG/PF).

4. General Correspondence

There was none – all items were dealt with under specific items of the agenda.

5. Finance

- Matters arising

BB 072	Clerk to obtain from the RFO a running total of the funds expended to date on the Pavilion Project. The running costs versus the project costs had been itemised on the Trust spreadsheet. Costs/income had also been brought forward from previous years. The Clerk was asked to transfer the sum of £395.10 from the Pavilion 'account' to the Trust 'account' to cover the over spend on the project costs. <u>ACTION: BB 081 – CLERK/RFO.</u>
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- **Schedule of expenditure as at 28 February (Hall and Trust)** – the reports were adopted as read (PF/JG).
- **Formal agreement of the payments/disbursements** as detailed in the report circulated at the meeting and detailed below (MN/RB).

<u>Blackboys Trust</u>	£
Go Pest (vermin treatment – allotments)	60.00
South East Water (water account)	23.44

<u>Blackboys Village Hall Expenditure (March)</u>	
Mrs Ann Newton (reimbursement of purchase of supplies)	53.40
Moody Sewage Ltd (cess pit emptying)	350.00
Mrs Gill Goggin, Cleaner/Bookings Clerk	XX.XX
Mr Brian Short, Caretaker	XX.XX
HMRC: March tax for Cleaner/Bookings Clerk and Caretaker	XX.XX
 <u>Pavilion Account</u>	
D & J Greengrow (repairs to front doors)	45.00

6. Allotments

- Matters arising – there was none.

BB 073	Clerk to confirm the arrangements for hedge cutting with Mr Horn. This had been done.
BB 074	Clerk to send out the rent renewal invitations. This had been done and some allotment rents received.

- Any other Allotment business.
 - Condition of Pre-school allotment. Jeff Goggin explained that this had been dealt with.

7. Village Hall

- Matters arising

BB 075	Clerk to arrange a presentation from an appropriate person regarding the placement of a defibrillator in both Halls. On agenda. The Clerk suggested that the item be put on a future agenda for discussion. ACTION: BB 082 – CLERK.
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- Any other Hall business.
 - Pre-school – request to erect a TV screen in the Hall. Jeff Goggin explained that it is actually the New Life Church who had made the request to install a 42” screen on the wall but that the Pre-school could have use of it. The meeting agreed that this was acceptable but asked if some sort of cover could be put over the screen when not in use to protect the screen but for the benefit of other users who might not want the screen to be visible. **ACTION: BB 083 – JG.**

8. Recreation Ground

- Matters arising.

BB 076	Pavilion Refurbishment. Update. The Clerk explained that it now appeared that to erect a modular-type replacement building would be considerably more costly than previously anticipated due to the additional compliance with building regulations etc. The President of the Club was now investigating privately, alternatives. ACTION: BB 084 – ONGOING.
BB 077	Clerk to send a reply to Heathfield Park Cricket Club. This had been done.
BB 078	Tree surveys - tree works to be commissioned if required. A cherry tree is to be removed behind the school playground in Framfield as it is high risk.
BB 079	Clerk to ask handyman to carry out repairs to the doors at the rear of the Pavilion. This had been done.
FF 139	Risk assessment to be carried out on Blackboys Pavilion. This had been done by Peter Friend and Rob Newton with David Jenner in attendance. The windows which David Jenner had flagged at the last meeting as being unsafe were inspected and found to be fine. The issue is when they are removed prior to a game, but it was felt that this had always been the case and the situation hadn't changed. The Club was asked to comply with the risk assessment (and indeed the assessment in 2010) removing the gas bottles etc from the site as detailed on the assessment. The Clerk stated that she would clarify the position with the insurance company if a working party of Club members were to carry out some repairs to the Pavilion. ACTION: BB 085 – CLERK.

- Any other recreation ground business

- Review of the hire agreement with Blackboys Cricket Club. The meeting agreed that the agreement should remain basically the same with the removal of the sentence asking the Club to lock the gate on departure.
 - Provision of a compost container. The meeting agreed that the handyman should be asked to provide a suitable compost container which should be emptied at the end of each season – this should be written into the agreement. **ACTION: BB 086 – CLERK.**

9. Palehouse Common Recreation Ground

- Matters arising.

BB 080	Removal of the Jubilee tree – Clerk to organise. This had been done.
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10. Any Other Business at the Discretion of the Chairman

Framfield

- FF 129 - future of the storage container on Framfield recreation ground – site meeting to be held. Recommendation to remove the current storage container and base, assess the ground, placement of a suitable hardstanding and installation of a new container which will be clad for appearances purposes. This will be for the use of the Framfield & Blackboys Horticultural Society to enable the group to run the Summer Show. The meeting agreed that Jeff Goggin should continue to obtain quotes for the replacement container, scrapping the current one. **ACTION: BB 087 – JG.**
- Football shed – urgent repairs are required to the roof and front. The meeting asked that the football clubs carry the repairs to the shed. The shed is large enough for their needs if cleared out and kept tidy. The Clerk also mentioned the need to be able to secure the goal posts to the side of the shed or container so that they cannot be removed by anyone other than club officials. **ACTION: BB 088 – DJ/Football Clubs.**
- Portable goal post. This Clerk asked that the junior portable goal post be secured away from the playing field as this caused the Council's independent inspection of the area to score 'high risk' last year. David Jenner stated that he would speak to Laurie Breeds again. **ACTION: BB 089 – DJ.**

11. Date of Next Meeting – Tuesday, 27 May 2014 at 7 pm.

The meeting closed at 7.40 pm.

Chairman.....

Date

Copies to:

Representatives

- Jenny Novkovic (Pre-school)
- Emma Doherty (New Life Church, Blackboys)
- Erna Lewis (Rag Rugs)
- Ann Turner (Historical Society)
- Sheila Walters (Cricket Club)

Employees

- Gill Goggin (Bookings Clerk/Cleaner)
- Brian Short (Caretaker)