

**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, 27 MAY 2014 AT 7 PM**

Present Jeff Goggin (Chairman) Myran Eade
 Selina Allen Peter Friend
 Keith Brandon Rob Newton

In attendance Ann Newton – Parish Clerk Members of the Public – two.
 (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).

Brian Short (Caretaker) and David Jenner were in attendance.

1. Apologies for Absence

Richard Brocklebank and Maria Naylor. Sheila Walters (representing Blackboys Cricket Club).

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 25 March 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 081	The Clerk/RFO were asked to transfer the sum of £395.10 from the Pavilion account to the Trust account to cover the over spend on the Pavilion project costs. This was still to be done. ACTION: BB 090 – RFO.
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- **Schedule of expenditures as at 31 March and 30 April (Hall and Trust)** – the reports were adopted as read (PF/JG).
- **Formal agreement of the payments/disbursements.** The Clerk explained that there were only staff salaries this month with the relevant HMRC payment.

<u>Blackboys Village Hall Expenditure (May)</u>	£
Mrs Gill Goggin, Cleaner/Bookings Clerk	XX.XX
Mr Brian Short, Caretaker	XX.XX
HMRC: May tax for Cleaner/Bookings Clerk and Caretaker	XX.XX

Pavilion Account
Cheque received -_Blackboys Cricket Club - £250.00
(David Jenner asked the Clerk to provide a receipt for the cheque – **ACTION: BB 091 – CLERK).**

6. Allotments

- Matters arising – there was none.
- Any other Allotment business.
 - Hedge-cutting. The Clerk reported that she had received a complaint from a tenant stating that his area of hedge had not been cut. The Clerk has contacted Compact Cutting but was waiting to receive a reply. **ACTION: BB 092 – CLERK.**
 - Tenancy Agreements. The Clerk informed the meeting that she had recently sent out approximately a dozen reminders to tenants who had not signed or sent in their cheques – a surcharge is implemented on 1 June. The meeting agreed that this was an expensive waste of time and that next year the Clerk should write into the hire agreement and accompanying letter that there will be no reminders sent out only an invoice for the extra charge. **ACTION: BB 093 – CLERK.**

7. Village Hall

- Matters arising

BB 082	The provision of defibrillators in both Halls – to be placed on the agenda for future discussion. The Clerk explained that she was still investigating the way forward for both halls. <u>ACTION: BB 094 – CLERK.</u>
BB 083	Jeff Goggin to advise the New Life Church that they can install a flat screen television on the wall but that some sort of cover should be put over it when not in use. This had been done.

- Any other Hall business.
 - Jeff Goggin advised the meeting that Gill Goggin had just finished painting the main hall so thanks were given for all her hard work.
 - Jeff also informed the meeting that PAT testing would be carried out later in the week. Brian Short was reminded about Framfield.
 - Brian reported that he had deferred the latest attempt by Moody Sewage to empty the cess-pit as it wasn't full. They had also advised of a price increase.

8. Recreation Ground

- Matters arising.

BB 084	Pavilion Refurbishment. Update if available – Clerk. The Clerk reported that the ball was still in Bob Ruthven's court. <u>ACTION: BB 095 – ongoing.</u>
BB 085	Works to the Pavilion by the Cricket Club – Clerk to clarify the position with the insurance company – update given last month when representatives of the Club stated that no further works were required.
BB 086	Provision of a compost container – Clerk to arrange a meeting with the handyman. Details to be included in the hire agreement. The container was now in-situ.
BB 087-9	Previous Framfield Trust agenda.

- Any other recreation ground business
 - The Clerk asked for ratification that Blackboys Pre-school could use the recreation ground and Pavilion facilities for their sports day on 25 June 2014. They had been reminded about the requirement to carry out a risk assessment with particular relevance to the toilets and asked not to park in John Dann Close or park excessively on the main road which causes a hazard to other drivers.

9. Palehouse Common Recreation Ground

- Matters arising.
 - Selina Allen reported that Jim Oliver had offered to provide a new football net. The Clerk stated that the handyman had trouble finding a net as the goalpost was an odd size.

10. Any Other Business at the Discretion of the Chairman

Framfield

- Memorial Hall - condition of the changing rooms. Jeff Goggin commented on the unclean state of the changing rooms. David Jenner stated that the football season had ended and he would look into the matter. **ACTION: FF AGENDA ITEM – DJ.** The Clerk informed the meeting that if all went as planned,

a new storage container would be put on Framfield recreation ground during the school summer holidays. There would be a period of time when the old container would be removed and prior to the new one arriving. The idea is to store any contents in the Memorial Hall in the intervening period, if necessary on the stage or in the changing rooms including any football equipment. David Jenner confirmed that there shouldn't be any football matches which required the changing rooms until September. **ACTION: FF AGENDA ITEM – CLERK.**

11. Date of Next Meeting – Tuesday, 29 July 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)