

**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, 28 JANUARY 2014 AT 7 PM**

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

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

David Jenner and Brian Short (Caretaker) were in attendance along with Mr Phil Day (representing the Horticultural Society).

1. Apologies for Absence

Mrs Sheila Walters (Blackboys Cricket Club representative) and Emma Doherty (New Life Church).

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. Rob Newton declared a prejudicial interest on any decision-making discussions involving the Pavilion, as an adjacent neighbour to the recreation ground. Myran Eade declared a personal and prejudicial in any item concerned with Blackboys Cricket Club as a leading member of the Club.

3. Minutes of the last meeting

It was agreed that the minutes from the last meeting held on 29 October 2013 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 065	Clerk to obtain from the RFO a running total of the funds expended to date on the Pavilion Project. A list had been obtained. The Clerk was asked to request that the RFO looks at the figures in the Pavilion 'fundraising' column. ACTION: BB 072 – CLERK/RFO.
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- **Schedule of expenditure as at 31 December 2013 (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 (JG/RN).

<u>Blackboys Village Hall Expenditure (December)</u>	
Moody Sewage Ltd (cess pit emptying)	350.00
Mrs Gill Goggin, Cleaner/Bookings Clerk:	XX.XX
Mr Brian Short, Caretaker:	XX.XX
HMRC: December tax for Cleaner/Bookings Clerk and Caretaker	XX.XX

Nat West Account

Blackboys Recreation Ground (transfer from Nat West to new a/c) (VOID)	19,398.71
Blackboys Recreation Ground (transfer from Nat West to new a/c) (REPLACEMENT)	19,000.00

Blackboys Village Hall Expenditure (January)

Mrs Ann Newton (reimbursement for toilet rolls/paper towels)	46.25
Mrs Gill Goggin, Cleaner/Bookings Clerk	XX.XX
Mr Brian Short, Caretaker	XX.XX
HMRC: January tax for Cleaner/Bookings Clerk and Caretaker	XX.XX

Pavilion Account

None.

6. Allotments

- Matters arising – there was none.

BB 066	The Clerk was asked to inform a non-resident of their agreement to her having an allotment plot. This had been done.
BB 067	Security marking by PCSO. All avenues for advertising were implemented. The Clerk stated that although the event had been widely publicised no one turned up!
PC 091	Clerk to clarify with Mr Horn if and what the charges for cutting the top of the hedge at the allotments in Blackboys would be in future years. The Clerk reported that Mr Horn had replied stating that he would intend to cut the hedge in future years and the charge to the Council would be £60.00. The Council agreed that it was a sensible way forward and asked the Clerk to confirm the arrangement with Mr Horn. <u>ACTION: BB 073 – CLERK.</u>

- Any other Allotment business.
 - Review of the rents. The meeting agreed that the rents should remain the same for the year 2014/15. Clerk to send out the rent renewals at the appropriate time. **ACTION: BB 074 – CLERK.**
 - The Clerk reported that an email had been received from Jamie Harwood, Neighbourhood Engagement Officer, Sussex Police, advising that they are setting up Allotment Watch to try and cut crime and anti-social behaviour with regards to allotments. The Clerk stated she had named herself as the main point of contact.

7. Village Hall

- Matters arising

BB 068	Clerk to arrange presentation from an appropriate person regarding the placement of a defibrillator in both Halls. The Clerk was asked to arrange this. <u>ACTION: BB 075 – CLERK.</u>
BB 069	Jeff Goggin to inform the Church that they could not put up permanent wall hangings. This had been done.

- Any other Hall business.
 - Brian Short reported that the cess pit was to be emptied the next day.

8. Recreation Ground

- Matters arising.

BB 070	Pavilion Refurbishment. The Clerk reported that a meeting had been held with the local contractor who tendered for the refurbishment with Bob Ruthven and Sheila Walters. The contractor had been asked to provide a quote for providing a new-build facility of the same size and on the same site as the current building. This would be of a 'pre-built' type of design. This was still awaited. Myran Eade voiced his views at the amount of time/money that had been wasted to date. John Mordaunt commented on the implications of a new build with regard to building regulations etc. <u>ACTION: BB 076 – CLERK.</u>
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BB 071	Update on the progress on the quotes etc for the refurbishment of the three play areas – on main Council agenda.
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- Any other recreation ground business
 - Letter from Heathfield Park Cricket Club. The Clerk detailed the contents of a letter from Heathfield Park Cricket Club requesting the use of the recreation ground for their 3rd XI team. After discussion the meeting asked the Clerk to reply to the Chairman of the Club refusing their request. **ACTION: BB 077 – CLERK.**
 - Essential tree work and tree surveys. The Clerk reported that following on from the recent adverse weather conditions some urgent tree works were required to the trees behind Framfield School and Pre-school. It was subsequently thought prudent to obtain up to date tree surveys on all three recreation grounds. This had been done. Any essential work would be commissioned. **ACTION: BB 078 – CLERK.**
 - David Jenner reported that the doors at the rear of the Pavilion required attention and requested that the Parish Council organise the work. The Clerk reminded David that any repairs would be charged to the Pavilion account. Clerk to ask the handyman to carry out the work. **ACTION: BB 079 – CLERK.**

9. Palehouse Common Recreation Ground

- The Clerk reported that the Jubilee tree on the recreation was dead and should be removed. It was thought pointless to replace the tree again. **ACTION: BB 080 – CLERK.**

10. Any Other Business at the Discretion of the Chairman

Framfield

- Update on the progress on the tender exercise for the refurbishment of the Memorial Hall. The Clerk reported that two quotes had been obtained and the Council was now in a position to be able to apply for lottery funding for the refurbishment.
- Parking in the Memorial Hall car park by non-users of the Hall. Various members commented on the complaints that have been received from regular users of the Hall about in particular a white van which is being parked in the car park when the Hall is in use. The Clerk was asked to write to the household concerned. **ACTION: FF – CLERK.**
- Jeff Goggin reported that he had obtained quotes for a deep clean of the Hall kitchen. Following discussion the meeting agreed that Jeff should accept the quote for £395.00. Selina Allen stated that she would advise the School that the clean would involve the area of the kitchen that is used by the dinner lady and the inside of the dishwasher which is in a dreadful condition. Jeff Goggin would also source a new microwave. **ACTION: FF – JF/SA.**
- Phil Day asked for clarification on the position with the container behind the Hall. The Clerk explained that the Horticultural Society were given permission to lease the container when the Council no longer had a use for it and as an alternative to its removal. However, the container did not have planning permission (which was rectified) and the Council felt that long term the base might deteriorate and present a risk. Phil stated that the container was reaching the end of its days. Jeff Goggin suggested that perhaps consideration could be given to replacing the container with a shed of a similar size on an improved base to be shared with the football club(s). The Clerk was asked to put the item on the next Framfield Trust agenda. **ACTION: FF – CLERK.**

11. Date of Next Meeting – Tuesday, 25 March 2014 at 7 pm.

The meeting closed at 7.40 pm.

Chairman.....

Date

Copies to:

Representatives

Janet Ashdown (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)

