

**MINUTES OF THE MEETING OF THE TRUSTEES TO THE FRAMFIELD
MEMORIAL HALL AND, RECREATION GROUND TRUST.
CHARITY REGISTRATION NO: 305228
HELD AT THE VILLAGE HALL, BLACKBOYS,
ON TUESDAY, 29 JULY 2014 AT 7 PM**

Present

Jeff Goggin (Chairman)	Myran Eade
Selina Allen (Vice Chairman)	Peter Friend
Keith Brandon	Maria Naylor
Richard Brocklebank	

In attendance

Ann Newton – Parish Clerk (Officer to the Trust)	Members of the Public – three. Members of the Press – none.
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Representatives of the users of the Memorial Hall were in attendance, namely, David Jenner (Framfield & Blackboys Football Club) and Graham Pope (Village Representative).

(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).

1. Apologies for Absence

Rob Newton.

2. Declarations of Interest

Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on the agenda. There were none.

3. Minutes of the Last Meeting

The minutes of the last meeting of the Trust held on 29 April 2014 had been circulated to all Councillors and were adopted as read (JG/SA).

4. General Correspondence

There was none.

5. Finance

- **Matters arising**

FF 140	Graham Pope would be discussing with the RFO a possible way forward for a slight change in presentation of the accounts. This was still to be done. <u>ACTION: FF 147 – GP/RFO.</u>
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- **End of Year Accounts.** These were formally adopted. (SA/PF).
- **Schedules of expenditure as at 30 June 2014 (Trust and Hall)** - these were adopted as read (JG/SA).
- **Formal agreement of the payments/disbursements as detailed on the report circulated at the meeting** (JG/PF). *Salary figures have been removed.*

Framfield Trust

None.

Framfield Memorial Hall Expenditure

June

R Hudson (PAT testing)	£ 24.00
Mrs Mary Short, Bookings Clerk	XX.XX
Mrs Lisa Parsons, Cleaner	XX.XX
Mr Brian Short, Caretaker:	XX.XX
<i>All salaries paid net of deductions</i>	
HMRC: tax for Cleaner, Bookings Clerk and Caretaker	XX.XX

July

EDF Energy Customers Ltd (Hall)	278.00
Preventafire (annual service etc fire extinguishers)	149.10
PRS for Music (Performing Rights Society Ltd licence)	358.34
Mrs Mary Short, Bookings Clerk	XX.XX
Mrs Lisa Parsons, Cleaner	XX.XX
Mr Brian Short, Caretaker:	XX.XX
<i>All salaries paid net of deductions</i>	
HMRC: tax for Cleaner, Bookings Clerk and Caretaker	XX.XX
Mrs Gill Goggin (window cleaner and cleaning materials)	50.40

6. Recreation Ground

• Matters arising

FF 139	World War I Commemoration Project – permission to be given to representatives from the Summer Show/Horticultural Society to metal detect on the recreation ground. The Clerk commented that everyone could look forward to a very exciting display on 9 August 2014 at the Summer Show.
FF 141	Storage Container – update. The Clerk reported that she had received an update from the Show Committee stating that they have sourced a new container, and had found a home for the old one. They would be carrying out the groundworks and installing the new container after the Show. A temporary storage facility had also been found for the contents whilst the work is being carried out. <u>ACTION: FF 148 – ongoing.</u> The Clerk also reported that the tiles had been removed and that the football clubs would be required to firmly secure their goal posts whilst the work was being done. <u>ACTION: FF 149 – DJ.</u>
FF 142	Clerk to ask the handyman to remove the fir branches etc from the woods. This had been done.

• Any other recreation ground business.

- Football shed – repairs works – update. David Jenner stated that the works were yet to be carried out and disputed the ownership of the shed. Comment was made that if the works were not carried out the shed should be removed. The Clerk would look into the insurance but this would only be for the structure not for contents. **ACTION: FF 150 – DJ/CLERK.**
- Football training sessions – Tuesday evenings. The Clerk had been advised that the sessions would be carried out during the summer.
- Selina Allen asked if some sort of noticeboard could be erected near to the new play area to act as a conduit between the School/Pre-school and football clubs. This was thought not to really be a good idea and a rethink was required.
- Keith Brandon asked if a new football net could be installed. **ACTION: FF 151 –CLERK.**

7. Memorial Hall

• Matters arising

FF 143	Radiator covers – update. The Clerk stated that she would pursue the matter. <u>ACTION: FF 152 – CLERK.</u>
FF 144	Stage steps – have been removed. Clerk to attempt to source new ones or have a bespoke set made. <u>ACTION: FF 153 – CLERK.</u>
FF 146	Provision of a ‘Smart’ meter. The Clerk suspected that this had not happened as the original representative from EDF had not remained in contact. <u>ACTION: FF 154 – CLERK.</u>

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

FF 145	General update – the way forward. The meeting agreed that they should meet with representatives of the football clubs. The clubs to pass on suggested dates. <u>ACTION: FF 155 – GP/JF/CLERK.</u>
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• Any other Hall business

There was none.

8. Framfield Allotments Trust

- **Matters arising.** There was none.
- **Any other Allotment Trust business.**
 - Letter from a tenant. The Clerk detailed a letter sent from a tenant about the flora and fauna now in the pond.
 - Entrance gate. The Clerk stated that a tenant has informed her that the main entrance post to the allotment area is rotten - she would inform the handyman. **ACTION: FF 156 – CLERK.**
 - Pond/gate. The Clerk has also received complaints that the entrance to the pond has been flooded to deny access. Although one tenant is responsible for the pond, it was felt that this action was somewhat excessive. Peter Friend agreed to go along and have a look with the Clerk. **ACTION: FF 157 – PF/CLERK.**

9. Any Other Matters for Reporting at the Discretion of the Chairman

There was none.

10. Date of Next Meeting, Tuesday, 30 September 2014, at the Memorial Hall, Framfield, commencing at 7 pm.

The meeting closed at 7.25 pm.

Chairman..... Date

Copies to:

Representatives

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

Employees:

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

