

**MINUTES OF THE MEETING OF THE TRUSTEES TO THE FRAMFIELD
MEMORIAL HALL AND, RECREATION GROUND TRUST.
CHARITY REGISTRATION NO: 305228
HELD AT THE MEMORIAL HALL, FRAMFIELD,
ON TUESDAY, 30 SEPTEMBER 2014 AT 7 PM**

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

In attendance Ann Newton – Parish Clerk Members of the Public – five.
 (Officer to the Trust) Members of the Press – none.

Representatives of the users of the Memorial Hall were in attendance, namely, David Jenner (Framfield & Blackboys Football Club) and Mary and Brian Short (Bookings Clerk and Caretaker respectively). Dave Smith on behalf of the WWI Project (Summer Show).

(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

Keith Brandon and Richard Brocklebank.

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 July 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 147	Graham Pope would be discussing with the RFO a possible way forward for a slight change in presentation of the accounts. This was thought still to be done. <u>ACTION: FF 158 – GP/RFO.</u>
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- **Schedules of expenditure as at 31 August 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 (MN.SA).** *Salary figures have been removed.*

Framfield Trust

None.

Framfield Memorial Hall Expenditure

Mrs Ann Newton (reimbursement for foil trays [Market])	£ 6.35
EDF Energy Customers plc (Hall account)	88.39
Mrs Gill Goggin (reimbursement for sundry cleaning items)	6.00
South East Water (Hall)	52.08
Staff Salaries and HMRC	XX.XX

Cheques received

6. Recreation Ground

- **Matters arising**

FF 148	Storage Container – update. Gate post. The meeting raised their concerns about the structure supporting the new storage container and asked for an urgent site meeting with representatives of the Show Committee. <u>ACTION: FF 159 – CLERK/ALL.</u> The Clerk went on to inform the Committee that one of the gateposts at the entrance to the recreation ground from the car park has gone missing. The Clerk was requested to ask the handyman to replace it. The Clerk also voiced the concern of a resident about the number of vehicles which are now accessing the recreation ground generally to visit the new play area and who park/turn around on what is private ground. Temporary signs have been provided by the Clerk and the suggestion was made that more formal signs are provided. The meeting felt that these should be at the expense of the resident as there was an option for the gate to be shut (once the post has been replaced!). <u>ACTION: FF 160 – CLERK.</u>
FF 149	Football clubs to firmly secure their goal posts whilst the works around the storage container were carried out. David Jenner assured the meeting that once the repairs have been done to the shed the goalposts will be secured to the shed. <u>ACTION: FF 161 – DJ.</u> Discussion arose around the amount of rubbish left by the players and the need to clear it up.
FF 150	Football shed – repair works. Works to be carried out by the football club as a matter of urgency. Clerk to look into insurance. David Jenner stated that the repairs will be carried out by Laurie Breeds. The Clerk confirmed that the shed is automatically covered by the Council’s insurance policy for public liability only. <u>ACTION: FF 162 – LB.</u>
FF 151	Football goal – Clerk to source a new net. <u>ACTION: FF 163 – CLERK.</u> Selina Allen stated that she would contact Jim Oliver regarding a new net at Palehouse Common recreation ground. Rob Newton commented that there had been a request for another goalpost at PHC as well. <u>ACTION: BB.</u>

- **Any other recreation ground business.**

- Selina Allen commented on the number of dogs now accessing the play area. The Clerk was requested to organise two professional signs for the fencing. **ACTION: FF 164 – CLERK.**
- Dave Smith representing the WWI Project asked if the Trustees would support in principle the planting of the missing trees commemorating the soldiers who fell in WWI. Originally all the fallen had a tree (some 33) but there were only approximately 9 left. Dave was given agreement in principle but would come back to the forum with his proposals. **ACTION: FF 165 – DS.**

7. Memorial Hall

- **Matters arising**

FF 152	Radiator covers – update. The Clerk stated that this was to become part of the refurbishment project.
FF 153	Stage steps – have been removed. Clerk to attempt to source new ones or have a bespoke set made. The Clerk reported that she had found a company who should be able to provide or make two sets of steps. David Jenner agreed to meet with the contractor to discuss. The funding of the steps would be discussed once prices are known. <u>ACTION: FF 166 – CLERK/DJ.</u>
FF 154	Provision of a ‘Smart’ meter - update. EDF Energy seemed to have lost interest and regular meter readings were now being sent to them so that accurate invoices could be paid instead of inflated estimates.

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

FF 155	General update – recommended way forward following on from a meeting held between the Council and representatives from the football clubs. The Clerk reported that the meeting had agreed to switch the project to a ‘make-over’ hopefully mainly manageable within current funds. A list of priorities had been drawn up and a contractor approached
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to discuss the start. **ACTION: FF 167 – CLERK/ALL.**

• **Any other Hall business**

- David Jenner asked if the football clubs could have two cupboards in the rear corridor. This was agreed and David was asked to liaise with Brian to obtain keys. **ACTION: FF 168 – BS/DJ.**
- The Clerk commented that she had been approached by a user of the Hall asking if the outside light could be left on a longer timer allowing people to get back into their cars. The meeting agreed that they didn't think there was an outside light which stayed on.
- David Jenner asked if the Show Society could have the imitation bee hives currently attached to the ceiling of the Hall. Selina Allen stated that she would ask the School. **ACTION: FF 169 – SA.**

8. Framfield Allotments Trust

• **Matters arising.**

FF 156	Entrance gate – Peter Friend and the Clerk to make a site visit to see if the post needs replacing. Following the meeting with Peter and Rob Newton, the Clerk was requested to ask the handyman to replace the fencing, gate and posts. <u>ACTION: FF 170 – CLERK.</u>
FF 157	Pond area – flooding. Peter Friend and the Clerk to pay a visit to investigate. The visit was made but as the conditions have been dry a further visit was needed. However, it was felt that a visit to the tenant to discuss what he has done would be useful as it appears as if he has raised the level of the water and padlocked the gates. <u>ACTION: FF 171 – PF/RN.</u>

• **Any other Allotment Trust business.**

- Query was made as to who should cut the communal grass area as a tenant has always carried this out but his mower needs repairing. The Trustees stated that they had never arranged for the grass to be cut possibly as tenants had always covered this work themselves.

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

BB Trust

- Provision of a dog waste bin in on Blackboys Allotments. The Clerk reported that the decision was due shortly if there is now to be a charge for the installation of a bin. The bin was thought to be necessary as people are dropping full poo bags into the water troughs. The allotments are crossed by a public footpath. **ACTION: BB**

10. Date of Next Meeting, Tuesday, 2 December 2014, at the Memorial Hall, Framfield, commencing at 7 pm.

The meeting closed at 7.45 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)