

**THE BLACKBOYS VILLAGE HALL, RECREATION GROUND AND ALLOTMENTS
TRUST INCORPORATING PALEHOUSE COMMON RECREATION GROUND.
CHARITY REGISTRATION NO: 305225.**

**MINUTES OF THE MEETING OF THE TRUSTEES HELD AT THE VILLAGE HALL,
BLACKBOYS, ON TUESDAY, 23 MAY 2017 AT 7 PM**

Present (Trustees)	Jeff Goggin (Chairman)	Alan Greenslade
	Keith Brandon (Vice Chairman)	Noel Mansley
	Selina Allen	Maria Naylor
	Peter Friend	Rob Newton

In attendance Ann Newton – Parish Clerk Members of the Public – three.
(Officer to the Trust)
Jan Riddle - Responsible Financial Officer (RFO)

Representatives David Jenner (Blackboys Cricket Club) and Jenny and Goldie Novkovic (Pre-School) were in attendance.

(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

Sam Sharples.

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 31 January 2017 having been circulated, be approved, adopted and signed as a correct record (JG/RN).

4. General Correspondence

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

5. Finance

- Matters arising.

BB 018	RFO to arrange for the accounts to be audited. The audit is in the process of being carried out.
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- **Schedule of expenditures as at 30 April 2017 (Hall and Trust)** – the reports were adopted as read (RN/JG). Noel Mansley queried a figure on the Hall spreadsheet which was clarified by Jan Riddle.
- **End of Year accounts – 2016/17.** These were formally approved for adoption by Jeff Goggin, seconded by Keith Brandon and agreed by all. A copy would go up on the website.
- **Formal agreement of the payments/disbursements** as detailed in the report circulated at the meeting and detailed below (SA/KB). *Salary figures have been removed.*

<u>Blackboys Trust Expenditure</u>	£
100120 - Go Pest Ltd (pest control, allotments)	65.00
100121 - Playsafe Playground Ltd (replacement swing seats)	72.00
100122 – Staverton Nursery (bark chip)	900.00

<u>Blackboys Village Hall Expenditure</u>	
100119 - HMRC; April tax for Cleaner/Bookings Clerk and Caretaker	40.30
100123 – South East Water (Hall)	87.63

Cheques received

Blackboys Cricket Club – annual subscription - £250.00

6. Allotments

- Matters arising

BB 019	Clerk to investigate the possibility of a blanket planning application for a generic shed on each plot. A site visit has been held and an estimate of the cost of the work awaited. ACTION: BB 025 – CLERK.
BB 020	Site visit to ascertain the condition of the plots, occupied and vacant. Still to be done. ACTION: BB 026 – CLERK/PF.
BB 021	SE Water visited both the allotments and recreation ground to carry out an inspection of the taps/pipework. Both areas had failed but the appropriate changes had been made to the allotment taps which had since passed. The Cricket Club were dealing with the tap on the recreation ground.

- Any other Allotment business – there was none.

7. Village Hall

- Matters arising.

BB 022	Excessive electricity charges – approach to be made to the Pre-school and other providers investigated. Selina Allen had met with the Pre-school who stated that they were not aware of anything that could have caused such large charges. Keith Brandon said it seemed to be a fluke but that the Caretaker would be asked to take regular meter readings.
BB 023	Clerk to check that there is a clause in the hire agreement advising hirers that the outside play equipment is only suitable for pre-school-aged children. It is included.

- Any other Hall business.
 - Request from the Pre-school - extended opening hours. Jenny Novkovic clarified what opening hours they would require (approximately 50 weeks a year instead of just the running of a summer holiday club). Agreement was given in principle although an increase in rates was suggested as the current hire rate is completely out of line with what Framfield School pay for the use of the Memorial Hall – a figure negotiated with ESCC. It was agreed to set up a meeting to discuss various issues. **ACTION: BB 027 – KB/CLERK.**

8. Recreation Ground

- Matters arising.

BB 024	<u>Sports Pavilion:</u> Consideration of colour to paint the Pavilion. It has been agreed to leave the pavilion in its natural condition at the present time. Hardstanding around the Pavilion. This will have to be at the Trust's expense if required although it has always been understood that in line with the other Halls, the Pavilion must be self-financing. Ramp for disabled use. Dialogue is being held between WDC and the architect. Hire agreement, keys etc. A hire agreement has been drawn up. The Trustees agreed that a meeting should be held with representatives of the Cricket Club to take matters forward – the date of 6 June 2017 was suggested by David Jenner. ACTION: BB 028 – KB/SA/CLERK.
BB	Clerk to order six new benches. This has been done.
BB	Clerk to order replacement seats/chains for the junior swings and top up the bark chip. The Clerk reported that she is still trying to contact the relevant company about the chains.

- Any other recreation ground business.
 - Sports Pavilion – request from the Pre-school – 10 June 2017. The Pre-school had requested to use the Pavilion and recreation ground for a fun day on 10 June 2017. The Trustees agreed the use of the facilities but did not approve the sale of alcohol on the day even via a Temporary Event Notice.

- o Email from E Ward. The Clerk detailed the email from Mrs Ward and the Trustees felt that a great deal of effort had been put into selecting the play equipment and funds spent on the recreation ground in general. The football goal would be looked at. **ACTION: BB 029 – CLERK.**

9. Palehouse Common Recreation Ground

- Matters arising/any other recreation ground business – there was none.

10. Any Other Business at the Discretion of the Chairman

Framfield Trust

Works to the rear of the Hall. The meeting agreed to accept the lowest quote (RN/NM). The works would be carried out over the School summer holidays whilst the heating system is being installed.

11. Date of Next Meeting – Tuesday, 26 September 2017 at 7 pm.

The meeting closed at 7.30 pm.

Chairman..... Date

Copies to:

Representatives

Jenny Novkovic (Pre-school)
 Emma Doherty (New Life Church, Blackboys)
 Erna Lewis (Rag Rugs)

Employees

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