

# FRAMFIELD PARISH COUNCIL

Clerk:  
ANN E NEWTON (Mrs)  
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"Highlands"  
Blackboys  
East Sussex  
TN22 5LR

## ACTING AS TRUSTEES TO THE FRAMFIELD MEMORIAL HALL AND, RECREATION GROUND TRUST. CHARITY REGISTRATION NO: 305228

18 July 2017

Dear Trustee

May I please remind you that a meeting of the Trust will be held in the Memorial Hall, Framfield, on Tuesday, 25 July 2017 at 7 pm.

Yours sincerely



### AGENDA

#### 1. Apologies for Absence

#### 2. Declarations of Interest – Trustees to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on this agenda.

#### 3. Minutes of the Last Meeting (28 March 2017)

#### 4. General Correspondence

#### 5. Finance

- Matters arising.

FF 034	RFO – could more funds be moved into the National Savings account?	RFO.
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- Resolve to agree the year end accounts - attached.
- Schedules of expenditure as at 30 June (Trust and Hall) – attached.
- Formal agreement/ratification of the expenditure since the last meeting as detailed on the report to be circulated.

#### 6. Recreation Ground

- Matters arising/updates.

FF 033	Clerk to contact Mrs Moore regarding her request to plant native wild flowers around the memorial plinth. This has been done.	CLERK.
FF 037	Clerk to obtain a quote for the repairs to the retaining walls, steps and rear paths behind the Hall – one quote obtained, awaiting two further quotes.	CLERK.
FF 038	Framfield recreation ground car park – signs to be replaced once the works to the installation of the mast are completed.	CLERK.
FF 039	Fencing and play area fencing – quotes to be obtained for new fencing along the track once the works to the installation of the mast have been completed.	CLERK.
FF 040	Update on the installation of the telecommunications mast.	CLERK.
FF 041	Re-installation of bench in play area – handyman to reduce the height. This has been done.	CLERK.

FF 052	Clerk to detail in Parish Magazine the correct procedure for reporting faults to play equipment. This has been done.	CLERK.
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- Any other recreation ground business

## 7. Memorial Hall

- Matters arising

FF 032	Clerk to reply in the negative to Mrs Lake regarding the positioning of a mirror on the front fence. This has been done.	CLERK.
FF 035	Clerk to inform Paynes that they have the heating contract and to arrange for the works to commence at the start of the school summer holidays. This has been done.	CLERK.
FF 042	Refurbishment of the rear corridor etc. Contract has been awarded; the works will be carried out during the school summer holidays.	CLERK.
FF 043	Trust to give consideration to contributing towards the cost of some proper stage lights. Accurate figures to be provided by Graham Pope.	GP.
FF 044	Dropped kerbs – to be taken forward with other discussions with ESCC – ongoing; site meeting been held.	CLERK/AG.
FF 045	Fire Risk Assessment – Brian Short and the Clerk to liaise.	CLERK/BS
FF 046	Hall keys; the locks have been changed and a limited number of keys issued and a register of key holders put together.	CLERK/KB
FF 047	Memorial Plaques – Clerk to collect the memorial plaques – update.	CLERK.

- Any other Hall business/additional matters arising.

## 8. Framfield Allotments Trust

- Matters arising – there was none.

FF 048	Unauthorised tree feeling. A letter has been sent to the relevant residents.	CLERK
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- Any other Allotment Trust business.

## 9. Any Other Trust Business

### Blackboys Trust

- Allotments; allocation of plots.
- Pavilion:
  - Meeting with the Cricket Club; report/update – meeting notes attached.
  - Provision of a ramp in compliance with the Disability Act.
- Blackboys Cricket Club – proposed cricket events.

## 10. Trustees' Questions.

## 11. Date of Next Meeting, Tuesday, 28 November 2017, at the Memorial Hall, Framfield, commencing at 7 pm.

Copies to:

### Representatives

David Jenner (Framfield & Blackboys Football Club)  
Graham Pope (Village Representative)

### Employees:

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