

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

21 March 2017

Dear Trustee

May I please remind you that a meeting of the Trust will be held in the Memorial Hall, Framfield, on Tuesday, 28 March 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 (29 November 2016)

4. General Correspondence

- Mrs Susan Lake – request to place a convex mirror on the fence at the Memorial Hall.
- Mrs Lisa Moore – request to planting native wild flowers around the Memorial plinth on Framfield recreation ground.

5. Finance

- **Matters arising.**

FF 023	RFO to get the end of year accounts audited.	RFO.
FF 024	RFO – could more funds be moved into the National Savings account?	RFO.
FF 025	A query was raised as to where the football subscriptions are shown on the finance schedule.	RFO.

- Resolve to agree the Paynes heating quote for the Memorial Hall – update Keith Brandon.
- Review the rent for both the football clubs (currently £275.00 each) and cricket club (currently £250.00) for the use of the changing rooms (Memorial Hall) and Pavilion (Blackboys). Consideration will need to be given to the annual costs which will be incurred for the new Pavilion.
- Review of the allotment rents (Framfield and Blackboys) for the year 2018/19. The rents have been static at £20.00 per plot since April 2013. (Rent renewals for 2017/18 have been sent out).
- Schedules of expenditure as at 28 February (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 026	Clerk to obtain a quote for the repairs to the retaining walls, steps and rear paths behind the Hall – ongoing.	CLERK.
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FF 027	Framfield recreation ground car park. Selina Allen to check on the condition of the signage.	SA.
FF 028	Fencing and play area fencing – quotes to be obtained for new fencing along the track. Clerk to ask the handyman to repair the latch on the play area gate.	CLERK.

- **Any other recreation ground business**
 - Update on the installation of the telecommunications mast.
 - Re-installation of bench in play area.

7. Memorial Hall

- **Matters arising**

FF 029	Refurbishment to the rear corridor/cupboards and rationalisation of the cupboards. To include a new boiler/tanks. Quotes obtained. Trustees to discuss schedule of works.	CLERK/ALL.
FF 030	Trust to give consideration to contributing towards the cost of some proper stage lights. Accurate figures to be provided by Graham Pope.	GP.
FF 031	Dropped kerbs – to be taken forward with other discussions with ESCC.	CLERK/AG.
FF 032	Fire Risk Assessment – Brian Short and the Clerk to liaise.	CLERK/BS

- **Any other Hall business/additional matters arising.**
 - Staff arrangements.
 - Hall keys.

8. Framfield Allotments Trust

- **Matters arising** – there was none.
- **Any other Allotment Trust business.**
 - Unauthorised tree-felling.

9. Any Other Trust Business

Blackboys Trust

- Pavilion – external lighting/cricket pitch tap.
- Recreation ground – request for new benches.
- Play area swing seats – replacement/chain check; top up bark chipping?

10. Trustees' Questions.

11. Date of Next Meeting, Tuesday, 27 June 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)