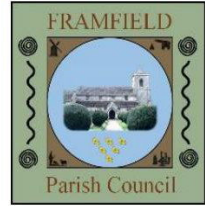


FRAMFIELD PARISH COUNCIL

www.framfieldcouncil.org.uk

Parish Clerk: ANN E NEWTON (Mrs)
'Highlands', Framfield Road
Blackboys, East Sussex TN22 5LR
Telephone: 01825 890182
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ACTING AS SOLE TRUSTEE TO THE FRAMFIELD MEMORIAL HALL AND, RECREATION GROUND TRUST. CHARITY REGISTRATION NO: 305228

23 July 2024

Dear Councillor

May I please remind you that two meetings of the Trust (the AGM and an ordinary meeting) will be held in the Village Hall, Blackboys, on Tuesday, 30 July 2024 on the rising of Full Council.

Yours sincerely

AGM AGENDA

- 1. Apologies for Absence.**
- 2. Election of a Chairman.**
- 3. Election of a Vice-Chairman**
- 4. Declarations of Interest** – Councillors to give notice of declarations of personal, prejudicial and pecuniary interests in respect of items on this agenda.
- 5. Approval of the minutes for the AGM held on 26 July 2023.**
- 6. Agreement to the accounts – 2023/24 – detailed in attached finance pack.**
- 7. Any other business at the discretion of the Chairman.**

ORDINARY MEETING 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. Ongoing items.

Framfield Memorial Hall

- Electrical works – update.
- Stage lights – update.
- Renewed kitchen worktop and new door locks – work scheduled for the School holidays.
- Drainage works – update.
- Monitoring of the use of the oil.
- Provision of WIFI
- Fire and H&S risk assessment – agreement to go-ahead with the H&S and FRA of all three premises (including Blackboys Hall and Pavilion) for a total cost of £1,047.00 + VAT.
- School:
 - Confirmation that the PC has sent an email to ESCC stating that agreement to the use of the Hall for the extension to the School day has not been granted and that all vehicles must vacate the car park by 5 pm each day.
 - Revision of daily hire fee – increased to £79.50 from 1 April 2024

Recreation Ground

- Potential tree works – total cost £444.00.
- Replacement mast.
- Play area inspection – works to be collated to see what can be done in-house/externally.
- Woodchip to be sourced to last until any progress with funding for a new safety surface is known.
- Replacement litter/dog bins – update.
- Tree Survey.

4. Finance

- a) Ratification of expenditure for locks to the gents WC - £435.00.
- b) Ratification of expenditure for new kitchen work surface - £1,347.00.
- c) Ratification of expenditure for stage lighting - £627.00.
- d) Ratification of expenditure to repair the play area fencing - £650.00.
- e) Bank reconciliation, balances and accounts – attached (finance pack).
- f) Resolve to agree the payments/disbursements since the March 2024 Parish Council meeting as detailed on the report as circulated – (finance pack).
- g) Any other financial/general purposes matters.

5. Any other Trust matters for reporting at the discretion of the Chair.

6. Date of next meeting – 24 September 2024 – potential change in date to 1 October 2024.