

**MINUTES OF THE MEETING OF THE TRUSTEES TO THE BLACKBOYS VILLAGE
HALL, RECREATION GROUND AND ALLOTMENTS TRUST INCORPORATING
PALEHOUSE COMMON RECREATION GROUND
CHARITY REGISTRATION NO: 305225
HELD AT THE VILLAGE HALL, BLACKBOYS,
ON TUESDAY, 25 OCTOBER 2011 AT 7 PM**

Present

Maria Naylor (Chairman)	Felicity Groves [part]
Selina Allen	John Mordaunt
Richard Brocklebank [part]	Rob Newton (Vice Chairman)
Myran Eade	Ian Paisley
Peter Friend	

In attendance

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

Jeff Goggin.

2. Declarations of Interest

Councillors to give notice of declarations of personal and prejudicial interests in respect of items on the agenda. Myran Eade declared an interest in the item on the Blackboys Pavilion Project due to his roles within Blackboys Cricket Club. Rob Newton stated that he would not vote, on any decision-making discussions involving the Pavilion, as an adjacent neighbour to the recreation ground.

3. Minutes of the last meeting

It was agreed that the minutes from the last meeting held on 26 July 2011 having been circulated, be approved, adopted and signed as a correct record.

4. General Correspondence

- Office Test – H&S Assessment – Hall. The Clerk advised the meeting that she believed both Halls should have the assessment which would then form an accurate, up to date template risk assessment for future years. The Trustees agreed that both Halls should have the assessment but asked that the Clerk negotiate the price with Office Test on the basis that they are making one trip for two assignments. **ACTION: BB 005 – CLERK.**

5. Finance

- Schedule of expenditure as at 30 September 2011 (Hall and Trust)** – the report was adopted as read (JM/SA). The Trusts asked that the allotment rents be allocated under ‘Allotment Rents’ and not ‘Donations’ on the Trust schedule. **ACTION: BB 006 – RFO.**
- Formal agreement of the payments/disbursements** as detailed in the report circulated at the meeting (JM/SA).

<u>Blackboys Village Hall Expenditure</u>	£
Ann Newton (reimbursement for lamps)	48.13
Peter Davis Ltd (boiler repair)	66.00
Mrs Sandie Smith, Cleaner/Bookings Clerk	XX.XX
Mr Brian Short, Caretaker	XX.XX
<i>Both salaries paid net of deductions</i>	
HMRC: October tax for Cleaner/Bookings Clerk and Caretaker	44.00

Blackboys Trust Expenditure
Cheques already paid

6. Recreation Ground

- Matters arising

BB 001	ROSPA report – Clerk to pass onto Selina Allen. There were no comments.
BB 003	Gated access – Clerk to follow up on one household in Blackboys. The Clerk reported that a letter had been received from the occupiers stating that they had used the gate for over 20 years and incorrectly quoting rights of way and highway legislation in support of this. Having taken further advice from NALC, the Clerk was asked to draft a reply stating that they were confusing legislation and this is a matter of a private right of way which is subject to different rules. The onus of proof is on the applicant. <u>ACTION: BB 007 – CLERK.</u> The Clerk was further asked to contact WDC regarding the gate at number 19 Mapleleaf Cottages. <u>ACTION: BB 008 - CLERK.</u>

- Pavilion Refurbishment

BB 004	Pavilion refurbishment – Clerk to arrange meeting with architect. John Mordaunt reported that a meeting on site was held with himself, Peter Friend and the architect. The drawings have been done and some initial comments have gone back. The project has been phased and will have phased costings. Following brief discussion the meeting agreed to deal with the drawings under exempt information at the end of the evening as the project is commercially sensitive. However they agreed that subject to approval of the drawings in principle to continue to pursue the scheme, set up a meeting with representatives of the Cricket Club and subject to funds being available the works could commence after the close of the cricket season next year. John stated that the early phases would have to be funded by existing funds. The Clerk detailed an email received from Sue Shoemith (3VA (fundraising) and friend of Sheila Walters) giving advice on fundraising etc. <u>ACTION: BB 009 – CLERK.</u> [Post meeting note; under exempt session, the Trustees agreed the above as the way forward].
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- Any other recreation ground business – there was none.

7. Village Hall

- Matters arising – there were none.
- Any other Hall business
 - Complaint about noise – clubs and youths – update. The Clerk reported that the Zumba class has unfortunately left the Hall as they would not compromise on noise. The Handyman will be installing a gate to endeavour to stop youths driving into the top car park and giving concern to residents.
 - Ratification of internal painting contract and update. The Clerk asked that the meeting formally ratify the contract for the painting of the main hall which would now be carried at the Christmas break. This was agreed by all present.
 - Removal of the radiator covers. The Clerk further commented that the Pre-school had asked for the removal of the radiator covers which would benefit the Hall as the covers keep a lot of the heat in using more fuel. However, the Trustees were concerned with regard to Ofsted regulations and asked the Clerk to write to the Pre-school with these concerns asking for their written confirmation that they still wish for the covers to be removed. **ACTION: BB 010 – CLERK.**
 - Rob Newton commented that the Hall would benefit from a thermostat in the main Hall. He said he would look into the possibility with the plumber. **ACTION: BB 011 – RN.**
 - Selina Allen commented that there are no lights in the top car park of the BVH. Rob Newton and John Mordaunt said that would investigate putting a light on the side on a movement detector. **ACTION: BB 012 – RN/JM.**

8. Blackboys Allotments

- Matters arising

BB 002	Jan Riddle asked to allocate allotment rents in the correct column. Still to be done as detailed above.
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- Any other allotment business – there was none.

9. Palehouse Common Recreation Ground

There was none.

10. Any Other Business at the Discretion of the Chairman

- Myran Eade commented that the water has been turned off on the recreation ground.
- Rob Newton stated that he would turn off water at both allotments. **ACTION: BB 013 – RN.**

11. Date of Next Meeting – Tuesday, 31 January 2012 at 7 pm.

The meeting closed at 7.50 pm.

Chairman.....

Date