

# FRAMFIELD PARISH COUNCIL

Clerk:  
ANN E NEWTON (Mrs)  
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E-Mail: framfield.pc@virgin.net

"Highlands"  
Blackboys  
East Sussex  
TN22 5LR

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

20 September 2013

Dear Trustee

May I please remind you that a meeting of the Trust will be held in the Memorial Hall, Framfield, on Tuesday, 24 September 2013 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 (25 June 2013)

#### 4. General Correspondence

#### 5. Finance

- **Matters arising**

FF 096	Trust audit – Graham Pope to get together with Jan Riddle prior to the September meeting.	GP/RFO.
FF 097	VAT advice – to be discussed at the next FGP meeting.	CLERK.
FF 098	End of year accounts – to be included in the agenda for the next meeting.	CLERK.

- Year end accounts – papers attached.
- Schedules of expenditure as at 31 August 2013 (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 099	Clerk to start investigate the possibility of a loan for the replacement of the play area equipment - update. Decision on Palehouse Common equipment (Blackboys Trust).	CLERK.
FF 100	Grounds maintenance contract – update.	CLERK/ALL.

- **Any other recreation ground business**
  - Litter and dog bins.

## 7. Memorial Hall

- **Matters arising**

FF 101	The Clerk was asked to obtain 50 new stoppers for all the Hall chairs.	CLERK.
FF 102	Clerk to investigate and possibility of installing a defibrillator.	CLERK.
FF 104	Clerk to contact ESCC regarding the provision of radiator covers.	CLERK.
FF 105	Brian Short to arrange for the boiler to be serviced during the School holidays.	BS.

- **Refurbishment** – update/progress if available/matters arising.

FF 103	Clerk to ask the Architect for an update on the situation with building regs.	CLERK.
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- **Any other Hall business**

- Village Market – Parish Council to take over the organisation/running of the Market.

## 8. Framfield Allotments Trust

- **Matters arising**

FF 106	Unpaid tenancies – Clerk to write to both tenants again.	CLERK.
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- **Any other Allotment Trust business.**

## 9. Any Other Matters for Reporting at the Discretion of the Chairman.

## 10. Date of Next Meeting, Tuesday, 26 November 2013, at the Memorial Hall, Framfield, commencing at 7 pm.

Copies to:

Representatives

Darren Cosshall (Framfield Stagers)  
Alayne Jenkins (Horticultural Society)  
David Jenner (Framfield & Blackboys Football Club)  
Graham Pope (Village Representative)  
Sandy Rogers (Village Markets)

Employees:

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