

**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, 24 MAY 2016 AT 7 PM**

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**Present**  
(Trustees)

Jeff Goggin (Chairman)  
Selina Allen (Vice Chairman)  
Keith Brandon

Peter Friend  
Maria Naylor  
Rob Newton

**In attendance**

Ann Newton – Parish Clerk  
(Officer to the Trust)

Members of the Public – seven.

*(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**

There were none.

**2. Declarations of Interest**

*Councillors to give notice of declarations of personal and prejudicial interests in respect of items on the agenda.* Jeff Goggin declared a prejudicial pecuniary interest in any reference to Gill Goggin, cleaner/bookings clerk at the Hall, as she is his wife.

**3. Minutes of the last meeting**

It was agreed that the minutes from the last meeting held on 26 January 2016 having been circulated, be approved, adopted and signed as a correct record (PF/MN).

**4. General Correspondence**

There was none – all items were dealt with under specific items of the agenda.

**5. Finance**

- Matters arising.
  - Further discussion on a rent increase. The meeting agreed to put the item on the agenda of the next FGP meeting. **ACTION: FGP COMMITTEE.**
  - Blackboys Cricket Club – agreement signed and fee paid.
- **Schedule of expenditures as at 30 April (Hall and Trust)** – the reports were adopted as read (PF/JG).
- **Formal agreement of the payments/disbursements** as detailed in the report circulated at the meeting and detailed below (MN/SA). *Salary figures have been removed.*

Blackboys Trust

100091 – Go Pest Ltd (allotments; pest control)	£ 60.00
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Blackboys Village Hall Expenditure

100085 – Peter Davis Ltd (repairs to Hall boiler)	149.24
100086 – HMRC; March tax for Cleaner/Bookings Clerk and Caretaker	67.00
100087 – South East Water Ltd (allotments/recreation ground)	103.26
100088 – HMRC; April tax for Cleaner/Bookings Clerk and Caretaker	65.20
100089 – Moody Sewage (cess pit empty)	475.80
100090 – HMRC; May tax for Cleaner/Bookings Clerk and Caretaker	59.20
100083 - VOID	
(Staff Salaries paid by BACS).	

Cheques received  
Blackboys Cricket Club – annual subscription - £250.00

## 6. Allotments

- Matters arising

BB 001/16	Clerk to investigate the possibility of a blanket planning application for a generic shed on each plot. The Clerk stated that she would be contacting an alternative surveyor for a quote for the work. <b><u>ACTION: BB 007/16 – CLERK.</u></b>
BB 002/16	Terminus Lane – flooding issues - update. Keith Brandon and the Clerk reported that following on from various meetings with contractors and the house-owner involved, it was thought that any potential alleviation works would be very expensive with very little chance of success. The home-owner was grateful for the Council's help and happy to look at ways within her property of alleviating the problem. The Clerk also detailed that she had spoken to the architect on the Mill View site to ask that drainage/flooding issues be fully dealt with as much of the water runs across the allotments from this field.
BB 003/16	Clerk to send out rent renewals. This had been done – some were still to be sent back. The meeting agreed that they would enforce the surcharge from 1 June 2016 as detailed in the tenancy agreement.

- Any other Allotment business.
  - Update on availability of plots – 8 spare (including two relatively unusable; rents coming in slowly). The Clerk reported that the number of spare plots were now fewer with the majority of plots being taken.

## 7. Village Hall

- Matters arising.

BB 004/16	Clerk to provide a sign to put on the wall under the thermostats asking users on departure to reduce the temperature to 15 degrees. This had been done.
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- Any other Hall business.
  - Update on broadband facilities within the Hall. Keith Brandon stated that the work was in hand. He would liaise with the Clerk over the ordering of the equipment, although the Memorial Hall had been given priority. He still needed to settle some queries with Blackboys Pre-School. **ACTION: BB 008/16 – KB/CLERK.**
  - Email from the New Life Church for consideration – all in receipt of a copy. Guy Partridge, Pastor from the Church, was in attendance and explained their wish to have permanent fixtures in the Hall – a ceiling mounted pull down screen, a ceiling mounted projector and a PA/speaker system. The Church would cover the cost and installation. The meeting agreed in principle to the installations and asked that Guy return with firmer information, details of equipment and installation methods etc. The meeting agreed that the equipment would need to become the property of the Trust and the Clerk said she would look into insurance. The hire agreement would also have to be changed in line with the potential use of the equipment by other users. **ACTION: BB 009/16 – CLERK.**

## 8. Recreation Ground

- Matters arising.

BB 005/16	Drain – pathway from the recreation ground to School Lane. Clerk asked to call in a local drainage contractor to investigate when necessary. The Clerk said this would be done when required.
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- Any other recreation ground business.
  - Construction of a new Cricket Pavilion – email from the President, Bob Ruthven - all in receipt of a copy. The meeting agreed that this could go ahead. The Clerk was asked to confirm with HMRC the proposed method of payment; write to the residents of John Dann Close and Affinity Sutton advising them all about the works. Also to ask Affinity Sutton if two car parking spaces could be fenced off to allow a storage container to be placed on site for the duration of the works. **ACTION: BB 010/16 – CLERK.** The Clerk finally reported that

- she had put together a Child Protection and Vulnerable Persons Policy if fundraising was required. This could go to the FGP meeting for discussion. **ACTION: FGP COMMITTEE.**
  - Revocation of building regulations application for the refurbishment of the current Pavilion.

## 9. Palehouse Common Recreation Ground

- Matters arising.

BB 006/16	Keith Brandon to look at sourcing a new football net. This was still ongoing. <b><u>ACTION: BB 011/16 – KB.</u></b>
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- Any other recreation ground business.  
The Clerk reported on an email from a resident of Palehouse Common who wished to hold a fundraising fete on the recreation ground in July for schools in Ghana. It appeared that she has settled on the date 23 July. The Clerk was asked to reply in the affirmative to the resident but to point out that she will need public liability insurance for the event (plus appropriate extra insurance if a bouncy castle is hired), a Temporary Event Notice if selling alcohol and that an entrance fee cannot be charged for entry onto the recreation ground. The area would also have to be cleared up afterwards. The Clerk further stated that she would ask the contractor to cut the grass the week prior to the event. **ACTION: BB 012/16 – CLERK.**

## 10. Any Other Business at the Discretion of the Chairman

### Framfield Trust

- Selina Allen commented that residents were pleased with the improvement in grass-cutting on the recreation ground.
- Selina further asked if the handyman could remove the weeds from around the Memorial Hall.  
**ACTION: FF – CLERK.**

### Framfield Allotments

- Keith Brandon was given the go-ahead to purchase a new lawnmower for the allotments so that the tenants could continue to cut the grass. **ACTION: FF – KB/CLERK.**

## 11. Date of Next Meeting – Tuesday, 27 September 2016 at 7 pm.

*The meeting closed at 7.30 pm.*

**Chairman..... Date .....**

Copies to:

### Representatives

Jenny Novkovic (Pre-school)  
Emma Doherty (New Life Church, Blackboys)  
Erna Lewis (Rag Rugs)

### Employees

Gill Goggin (Bookings Clerk/Cleaner)  
Brian Short (Caretaker)

