

**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, 27 SEPTEMBER 2016 AT 7 PM**

Present
(Trustees)

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

Maria Naylor (part)
Noel Mansley
Rob Newton

In attendance

Ann Newton – Parish Clerk (Officer to the Trust) Members of the Public – five.

(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

Maria Naylor had advised that she would be a little late.

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 24 May 2016 having been circulated, be approved, adopted and signed as a correct record (PF/RN).

4. General Correspondence

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

5. Finance

- Matters arising – there were none.
- **Approval of the year end accounts.** The meeting formally adopted the accounts and agreed that they should be audited (PF/RN). **ACTION: BB 013 – RFO.**
- **Schedule of expenditures as at 31 August (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 (SA/KB). *Salary figures have been removed.*

Blackboys Village Hall Expenditure

100094 – Preventafire (annual fire extinguisher check)	135.60
100095 – HMRC; July tax for Cleaner/Bookings Clerk and Caretaker	67.40
100096 – HMRC; August tax for Cleaner/Bookings Clerk and Caretaker	59.20
100097 – Moody Sewage Ltd (Hall cess pit)	488.00
100098 – HMRC; September tax for Cleaner/Bookings Clerk and Caretaker	61.40

(Staff Salaries paid by BACS).

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. ACTION: BB 014 – CLERK.
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- Any other Allotment business.

- The Clerk asked that a visit be made to the allotments to ascertain the condition of the plots – taken and vacant - and suggested strimming off the overgrown vacant plots. **ACTION: BB 015 – CLERK/PF.**

7. Village Hall

- Matters arising.

BB 008	Provision of broadband facilities within the Hall. Keith Brandon stated that due to personal issues he had not been able to carry out the work and he still had to clear up some anomalies with the Pre-school over their Broadband set up and whether the Trust could work in partnership with the Pre-school.
BB 009	New Life Church – permanent fixtures in the Hall – ceiling mounted pull down screen etc. Church to let the Clerk have the details and insurance and potential hire guidance by other users investigated. The Clerk commented that Guy would be sending the details onto to her shortly. <u>ACTION: BB 016 – CHURCH.</u>

- Any other Hall business – there was none.

8. Recreation Ground

- Matters arising.

BB 010	Construction of a new cricket pavilion. Clerk to advise Affinity Sutton about the works and to request that parking spaces be fenced off for the duration of the works. Clerk also asked to confirm with HMRC that the VAT could be reclaimed. The Clerk reported that following lengthy investigations, it appeared that the VAT could not be reclaimed by the Parish Council. However, following the receipt of a letter of clarification from Buxted Construction on various points the work would commence on 3 October 2016 with the intention to be completed by the end February 2017.
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- Any other recreation ground business – there was none.
(*Maria Naylor arrived*).

9. Palehouse Common Recreation Ground

- Matters arising.

BB 011	Keith Brandon to look at sourcing a new football net. Keith stated that this was in hand.
BB 012	Clerk to ask grounds maintenance contractors to cut the grass prior to the potential summer event on the recreation ground. This had been done.

- Any other recreation ground business.
 - The Clerk reported that there was now a picnic table in the play area courtesy of a Framfield resident.
 - The Clerk was asked to obtain some dog fouling signs for all recreation grounds. **ACTION: BB 017 – CLERK.**

10. Any Other Business at the Discretion of the Chairman

Framfield Trust

Jeff Goggin asked for agreement to a quote for the refurbishment of the small cupboard/room in the Memorial Hall. On receipt of a further quote, the meeting agreed that approval could be decided by email. **ACTION: FF – JG/ALL.**

11. Date of Next Meeting – Tuesday, 31 January 2017 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)