

HARMSWORTH MEMORIAL TRUST

Minutes of the meeting held on Monday 18th September 2017 Iden Green Pavilion

Present	Cllrs Barker, Cruse, Davies, Henning, Kemp, Lewis, Reynolds and Thomas
In Attendance	1 member of the public was in attendance.

Item		Action / Responsibility
1.APOLOGIES	Apologies were received from Cllr Henning and Caroline Levett, Clerk	
2.DECLARATIONS OF INTEREST	There were no declarations of interest.	
3. MINUTES OF PREVIOUS MEETING	It was agreed that the minutes of the meeting held on 17 th July 2017 be approved and signed by the Chairman.	
4. MATTERS ARISING AND OUTSTANDING ITEMS	<p style="text-align: center;">(i) Reconstitution of the Harmsworth Memorial Trust</p> <p>Cllr Barker advised that the Charity Commission had raised difficulties regarding the transfer of assets to the new Trust, Benenden Village Trust. Simon Leney, Cripps, had been asked for further advice to overcome this obstacle and progress things further.</p> <p>Trustees are concerned about the lack of progress, and the Chairman asked that details of costs incurred so far be reported.</p> <p style="text-align: center;">(ii) Children’s Playground</p> <p>Cllr Davies will consult TWBC on the need for a planning application for the construction of a new children’s play area on the recreation ground in Benenden.</p>	<p style="text-align: center;">CL</p> <p style="text-align: center;">PD</p>
5. BENENDEN VILLAGE HALL	<p style="text-align: center;">(i) Bonfire Night</p> <p>In addition to the concerns regarding parking and traffic expressed in the Parish Council meeting, there were concerns that the event would impact adversely on the hall and its ability to be used by hirers during the event. It was agreed that the bonfire society should be required to ensure use of the car park by hiring the hall which would also give them access to the toilets and other facilities. It was estimated that the cost to the bonfire society should be less than £100 (£18 per hour) and that this should be easily accommodated within their overall budget. Cllr Davies and Thomas to speak to Grant Matthews.</p> <p>It was agreed that the recreation field should not be opened for car parking at this time of year.</p> <p style="text-align: center;">(ii) Administrator Report</p> <p>Full reports and financial information for July and August had been</p>	<p style="text-align: center;">PD/NT</p>

Chairman..... Date..... Page 1

These minutes are not a verbatim report of the meeting, but a summary of discussion and decisions taken at the meeting

	<p>circulated prior to the meeting.</p> <p>Finances : As at the end of August, total year to date income is £14,386.33(up 10% compared to last year); expenditure £9,411.05 (down 4% compared to last year); net profit £4,975.28. Trustees expressed their pleasure at the financial position of the Hall at present.</p> <p>Leaking velux window : Despite recent rain the leak had not reoccurred. The possibility of more sophisticated electric opening to be investigated. – LJ/PD</p> <p>Work schedule : An extensive programme of works had been prepared and circulated. This to be prioritised and progressed. In addition it was felt that the small hall (Rothermere Room) could be refurbished with particular regard to soundproofing and the provision of a small storage compartment.</p> <p>Wedding Fair : Concern was expressed that the hall may not be maximising its revenue from the proposed Fair. It was explained that this was a pilot only and if successful it was hoped that the Hall could run its own fair in the future.</p> <p>Defibrillator : The defibrillators in the village are not immediately accessible by users in the hall and it was recommended that the a dedicated hall defibrillator should be investigated. There is a possibility that one could be obtained at little or no cost.</p> <p>Recreation Field : It was agreed that the recreation field surface should be prepared for the winter by rolling.</p>	<p>LJ/PD</p> <p>LJ/LK</p> <p>LJ/PD</p>
6. ST GEORGE'S	<p>There had been several minor issues regarding the St George's building.</p> <p>Terry Baldwin has resolved an issue regarding a drain pipe.</p> <p>A tree had fallen across the car park. This has been cut up but a considerable amount of debris remains. Cllrs Davies and Thomas to discuss with Grant Matthews the possibility of this material being used for the village bonfire. Similarly material from works on hedging around the hall and public toilet area could also be used for village bonfire.</p> <p>Cllr Davies to replace heaters in the Pre School.</p> <p>Action to be taken to try to prevent unauthorised use of the car parking area which is for St George's building users only.</p> <p>Trustees agreed to look into the possibility of employing a general factotum for the building. A job specification to be prepared for the</p>	<p>PD/NT</p> <p>PD</p> <p>PD</p> <p>RESOURCING</p>

	next meeting.	COMMITTEE
7. FINANCE	Transaction reports and bank reconciliations for July and August were agreed, and payments for September 2017 were approved. Members felt it unclear what period was covered by the income from COIF. The Clerk to make this clearer in future.	CL
8. CORRESPONDENCE	A large number of emails regarding minor elements at St George's have been received.	
9. ITEMS FOR FUTURE CONSIDERATION	None	
10. DATE OF NEXT MEETING	Monday 16th October 2017, Benenden Memorial Hall,.	
	The meeting closed at 9:45 pm	