



BEECHWOOD HALL
& RURAL PARK

**Draft Minutes of the AGM meeting of Hamsey Parish Council as Sole
Trustee of
Beechwood Hall and Rural Park,
registered charity number 206200
Held at Beechwood Hall on Thursday 15th July 2021 at 7pm**

This meeting was open to members of the public

Present: Cllr Tamsyn d'Arienzo (*Chair*), Cllr Kate McBrown (*Friends of Beechwood Hall Co Chair*),
Cllr Sue Fleming, Cllr Carolyn Henry (*Friends of Beechwood Hall Co Chair*)
Cllr Jim Redwood, Kelly Venning (*Hall Manager*) and Natalie Kinch (*Clerk to HPC*)

Apologies: Cllr Caroline Croft, Jenni Toomey (*Friends of Beechwood Hall Secretary*), Steve Toomey
(*Maintenance Contractor*), Jane Donovan (*Cleaning Contractor*) and Rachel Clifford (*Financial
Services Provider*)

07.21.1	<p>Chair's welcome and Report</p> <p>Chair welcomed all present to the 2021 AGM of Hamsey Parish Council as Sole Trustees of Beechwood Hall and Rural park.</p> <p>Chair thanks all Parish Councillors and Kelly, New Hall Manager for attending the meeting this evening.</p> <p>Chair's report:</p> <p><i>'Changes over the past 12 months: Covid measures have continued to affect bookings throughout the past 12 months, as when some restrictions were lifted, some of our groups found that they were still restricted from meeting for their activity. The most frustrating for me to witness was the dementia choir who were unable to meet, despite scientific evidence that singing quietly behind a mask was low risk, and it would have helped their members so much. This pandemic has shown the power of lobbying when it comes to restrictions, and village halls need to unite and find their voice if we are to successfully resist such unfair restrictions in future.</i></p> <p><i>Sally and team managed to hold the parish jumble sale against all odds in June, and we are grateful for the revenue they raised for the hall.</i></p> <p><i>Changes in the past 12 months include:</i></p> <ul style="list-style-type: none"><i>change of management</i><i>online booking system</i><i>online payments</i><i>new weekday friendly tennis league managed by residents</i> <p><i>Hall Maintenance: Steve continues in his sterling work looking after the hall and grounds. We have found a local Cooksbridge contractor to take over the hedge trimming and lawn mowing in the smaller areas harder for Barcombe Landscapes to reach with their tractor.</i></p>
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	<p><i>Projects: We are still trying to get a plumber to fit the drinking fountain!</i></p> <p><i>CILs money was awarded by LDC towards a path around Beechwood Park which will meander around the edges, opening up the tree area at the back and make the whole field more accessible. We will incorporate seating and new trees. Barcombe Landscapes plan to begin work at the end of September.</i></p> <p><i>Rachel Clifford is doing great work on finances, securing further COVID relief grants from LDC and getting to grips with the new system.</i></p> <p><i>Recently Hall Manager Kelly has hit the ground running learning the ropes at short notice when a proper handover was not possible. Kelly has the hall going from strength to strength, with a new Key holder system. An overhaul of the website and social media are next on Kelly's hit list.</i></p> <p><i>Cllr Carolyn Henry has done a fantastic job of putting new policies into place and delivering some essential safeguarding training which proved helpful for us to better identify and act upon causes of concern, particularly for young and vulnerable people visiting Beechwood Hall.</i></p> <p><i>The cleaning continues to be in safe experienced hands with Jane, who has been brilliant at keeping on top of government COVID rules and regulations to ensure Beechwood Hall can stay open safely.</i></p> <p><i>I must say a big thank you to LDC for their financial support to Beechwood Hall since last year. It really has been a lifeline.</i></p> <p><i>We have had good attendance and contributions so far from the Beechwood Hall Working group under the leadership of Carrie and Kate. And I thank all parish councillors who have contributed to hall trustee meetings on top of their usual roles.</i></p> <p><i>Village Day on 5th September is hoped to be a good low-key meet-up for residents to gather in the open after such a difficult time.'</i></p> <p><i>Cllr. Tamsyn d'Arienzo</i> <i>Chairperson, Hamsey Parish Council</i></p>
07.21.2	Minutes of the meeting held on Wednesday 5th May 2021 – all in agreement they are a true record and therefore signed by chair.
07.21.3	Update on any matters arising from the last meeting: None
07.21.4	Presentation of annual accounts – Treasurer/ Financial Service Provider All accounts including Budget and Expenditure to End of Year 2021 were circulated prior to the meeting. Chair asked for any questions to which Cllr Henry asked the amount of the latest Covid-19 grant issued to Beechwood Hall by Lewes District Council. This is approximately £2000.
07.21.5 07.21.5.1	Any other business Chair gave a brief explanation on the role of Treasurer and what this entailed. Cllr Henry was appointed as new Treasurer after Cllr Perkin's resignation. Seconded by Cllr Redwood and agreed by all.
07.21.5.2	Chair explained the EV Charging point proposal and that she has undertaken research in this project. At present we await a quotation from the electric charging company and also from UK Power Networks as

	<p>the hall's electrics may have to be upgraded from a single phase to a triple phase in order to facilitate an electric charging point. Chair explains the hall is eco-friendly with electricity sources from the wind turbine, ground source heat pump and solar panels however, the surplus electricity generated goes back in to the grid rather than being stored. This in turn would mean the hall would have to purchase the electricity first before being able to charge for use of the electric charging points.</p> <p>A discussion was had on identifying the need for electric charging points for Parish residents and also whether the possibility of putting the project on hold until further legislation comes out on the requirements. Chair explained that numerous social media polls have been conducted identifying a need for electric charging points with climate emergency having been declared worldwide and people taking steps to reduce their own carbon footprint, electric vehicles will become more popular once the small tweaks have been rectified. Some residents answering the polls on social media have flagged the issue of not having a suitable space at their homes to install a charging point but would happily pay to use a local communal point especially if it had the option to fast charge their vehicle. Chair mentioned the option to just have a plug installed for people to bring their own charging point to the hall, this would enable them to charge their vehicles overnight and a lower installation cost. Various pricing options and scenarios were spoken of. To be reviewed upon receipt of quotes.</p>
<p>07.21.5.3</p>	<p>The Annual service quotation received from Healthmatic for the outside toilet at Beechwood Hall was discussed. Chair laid before all the option to enter into the contract at the cost of £3,120.00 per annum to include a quarterly maintenance visit, reactive maintenance visits within 48 hours up to 6 per year and any necessary parts up to £1000 annually to be contracted for 3 years or the option to remove the electric door on the toilet and replace it with a non-chargeable door. The electrical issues experienced on a regular basis occur when the electric door has been wedged open, which in turns causes the electrics to malfunction. Chair is due to meet John Church, Electrician to ascertain if the door can be changed along with isolating off the electrics such as the hand dryer and to receive a quote for the works. This shall be reviewed once a quote has been received.</p>
<p>07.21.5.4</p>	<p>Cllr McBrown asked all if they agreed to hire a local party entertainer that hosts magic shows for the Parish Children's Christmas party this year. All agreed to pay the £110.00 for a 45 - minute show, to be followed by snacks a Christmas trail around Beechwood Hall grounds before a visit from Father Christmas giving the children gifts. A discussion was had on the Christmas trail, hoped to include lanterns/ battery powered tea lights in jars and light up Christmas animals. Food and decorations will be discussed in a future meeting. All agreed.</p>
<p>07.21.5.5</p>	<p>Cllr Henry discussed the Community Day on the 5th September 2021 and asked who is best to contact regarding arrangements for food and any stalls. Chair explained that Hamsey School PTA usually run a bar and the Church usually do the tea/coffee and cake catering in the hall.</p> <p>Chair mentioned that Jenni Toomey and Steve Toomey had suggested the Community Day would be a good opportunity to enlist some more volunteers for the hall, gardening was a high priority that needs volunteers. A list of job roles will be required. Suggested day for a Volunteer Day is the 4th September 2021 in preparation for the Community Day the day after.</p> <p>Suggestion to discuss at the next Friends of Beechwood Hall meeting, will be scheduled in the next couple of weeks.</p>
<p>07.21.5.6</p>	<p>Kelly has been in contact with James Gander whom is Beechwood Hall's Website Administrator to get a quote for a redesign on the current website making it more user friendly, current and accessible for all. James shall also provide support and guidance to Kelly on the new website layout and eventually she shall be able to manage the website and make any changes/ updates required in the future.</p> <p>All agreed to pay the quotation received from James Gander T/A JMG Design for a website redesign of £490.00 to include the annual WordPress hosting, domain and support fee of £100. Totaling £590.00.</p> <p>Chair thanked all for attending the meeting.</p>

	<p>Meeting ended: 7.44pm</p>
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No further meetings are scheduled at this time.

Mrs. N. Kinch – Clerk to Hamsey Parish Council