

Hamsey Parish Council as Sole Trustee of Beechwood Hall and Rural Park

Minutes of the Sole Trustees meeting – Thursday 31 March 2022

Attendance:

Cllr Tamsyn d'Arienzo (Td'A), Cllr Kate McBrown (KMcb), Cllr Jim Redwood (JR), Cllr Daniel Pearson (DP), Cllr Lindy McKendrick (LMck), Cllr Caroline Croft (CC), Kevin Kingston (KK) – Parish Clerk (notes)

Apologies: Cllr Carolyn Henry

1. Beechwood Hall budget

Cllr Tamsyn d'Arienzo circulated the budget for information and asked that any questions and queries be directed to her once Cllrs had the chance to view and study the budget. **Action: All**

Td'A thanked Carolyn Henry for all her hard work in pulling together budget spreadsheet.

A current income and expenditure spreadsheet was passed to all Trustees and it was agreed that the Hall budget was looking healthy with a bank balance at 30 March 2022 at £48,520 and income from hire of the hall is stated as £24,494.

2. Progress on actions discussed at informal meeting held on 21 February 2022.

KK stated that the majority of actions were either in progress or have been completed. Outstanding actions will be discussed at the next informal meeting and position clarified at next Parish Council meeting. KMcb reported that there would not now be an easter egg hunt but instead a car boot sale would be arranged later in the year. **Action: KMcb**

3. Beechwood Hall sign and branding

The meeting discussed the various options for signage/logo at the park and it was agreed that image 6 of the email sent out by Td'A on 15 March was agreed. This image would be sent to the sign design company and a quote(s) to produce and erect new sign and notice board would be obtained by KK – the cost of the sign would be charged to Beechwood Hall. The new image/logo would replace the old images on the website. **Action: Td'A/KK**

KK informed the meeting that a new Parish Council notice board would be purchased shortly and that this would also be placed, facing into the park, on the poles at the entrance of the Park with the new sign placed above facing towards the road. The cost of the noticeboard would be charged to Parish Council.

4. Beechwood Hall – white lining

KK reported that he had received 2 quotes for re-lining the car park from Central line markings for £795 and Hi-way contractors for £950. The meeting agreed to go ahead with the quote from Central line markings and it was agreed that the cost would be split 50/50 between the Parish Council and Beechwood Hall. KK to arrange for the work to be completed. Td'A requested that we approach central line markings to carry out the marking on one additional bay at Chatfield Close. **Action: KK**

5. Rachel Clifford and Kelly Penfold – salary

Td'A informed the meeting in respect of the salary for the Hall Manager & Cleaner (Kelly Penfold) and Treasurer (Rachel Clifford). The meeting agreed that the salaries of both members of staff

should be increased to recognize the fantastic work they both do in respect of managing the hall and its finances. The meeting agreed the increase to take effect from 1 April 2022. Action: Td'A

6. Any other business

KMcB reported that there has been some unpleasant remarks on Chailey Chat re play park in Chailey and disabled equipment. It was agreed that KMcB would investigate the cost of providing a disabled swing and roundabout at Beechwood Park. A number of play areas in the area do now have equipment for disabled children and it was agreed that Td'A and K McB would visit some of these to ascertain the design and manufacturer of this equipment and report back on their findings. It was also agreed that we would look at the provision of Changing Places as part of the study and see if such a facility could be provided at the Hall. **Action: Td'A/KMcB**

Kevin Kingston

1 April 2022

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