

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

Minutes of the AGM of the Sole Trustee meeting held on Thursday 22 September 2022

Attendance:

Cllr Tamsyn d'Arienzo (Td'A), Cllr Kate McBrown (KMcB), Cllr Jim Redwood (JR), Cllr Carolyn Henry (CH), Cllr Caroline Croft (CC), Kelly Penfold – Hall Manager (KP), Natalie Kinch (NK), Kevin Kingston (KK) – Parish Clerk (notes), Marie Owen (MO) – New Parish Clerk.

Apologies : Cllr Dan Pearson, Cllr Lindy McKendrick

1. Welcome/introduction from the Chair

Tamsyn d'Arienzo welcomed everyone to the meeting and read out the following welcome statement.

Over the past 12 months Beechwood Hall has gone from strength to strength, with Kelly Hall Manager capitalising well on every hire enquiry. Feedback has been 100% positive in terms of what the hall has to offer, and the excellent service they received. Kelly's newly extended role of taking care of cleaning as well as hall management is working well.

We have this year fulfilled our aspirations of installing an accessible path around the perimeter of the park, an electric vehicle charge point, wildflowers and benches, all at little to zero cost to the hall, thanks to generous grant funding by LDC, free advice by SDNPA and networking by LDC. Brighton Energy Cooperative have kindly provided the electric vehicle charge point (EVCP) free of charge. Our amazing volunteers made all of this possible, and affordable. Thanks to Kevin our parish clerk for all the essential minutes that keep us in order and helping manage projects including the new layout of white lining in the carpark and rebranded sign and notice board.

Beechwood Hall & Rural Park continues to grow as the epicentre of the parish; a place for all people to meet, play, unwind and exercise. It's a beautiful place enjoyed by many and a fantastic asset to our community.

We look forward to seeing some new green additions around the park next year thanks to another successful bid by Chris Bibb at LDC. We can't thank Chris enough for all his support this past year.

Thanks to Hall manager Kelly, Rachel in providing Finance services, Fred in gardening, Barcombe Landscapes for their grass cutting and also their great job installing the path. Thanks to the working group of volunteers led by Cllrs Henry and McBrown, and our amazing community volunteers like Sarah Hughes who has transformed our wildflower beds and is sourcing bulbs for around the amphitheatre seating as we speak.. Thanks to all of our councillors who pitch in with everything from wildflower beds, to staffing barbecues at our free community hamburger event, to helping manage policies and budgets (Carolyn) and everything in between.

Looking forward to another productive and prosperous year ahead.

2. Minutes of the last AGM held on 15 July 2021

These were approved and agreed.

3. Matters arising from the last AGM

There were no matters arising.

4. Review of Hall use and bookings

KP provided an overview of the current position informing the meeting that bookings have increased and we have already got 4 gold package wedding bookings in 2023. As a September we have £22,000 income for the last year. Kelly also confirmed that the combined role of manager and cleaning the hall is going well.

Electricity - consumption and meter readings are being regularly carried out and sent to Rachel Clifford however there is a need to check on the tariffs we are receiving for the turbine and whether we are on the best tariff. It was Agreed that KP would sent more information to MO who would carry out a review. **Action: KP/MO**

Website – it was agreed that a review of the hall website and means of taking payment for bookings need to be carried out. There are various options for this that were discussed including a simple update costing £500 or a more integrated website with digital payments which cost circa £3,000. It was agreed that a full report would be brought to the next meeting to include the use of paypal. **Action: KP/CH**

It was agreed that in the interim that a stand alone sum up machine integrated with paypal would be purchased at a cost of £79. **Action: KP**

5. Presentation of annual accounts

CH reported that the annual accounts have not been completed as yet but it was agreed that when they were they would be circulated to Sole Trustees. It was also agreed that a full report on the annual accounts would be brought to the next meeting. **Action: CH/KP/Rachel Clifford**

6. Review of projects carried out last year

These were detailed in T d'A welcome/introduction and two further projects were added – the line marking in Beechwood Hall car park and the new entrance sign/Parish Council noticeboard were also new additions to the Park.

7. Future plans and projects

T d'A informed the meeting of the following:

- Changing places – unfortunately we were unable to source funding for a new unit through Lewes District Council in round one and LDC are not eligible for funding during round 2. However T d'A would be trying to identify alternative sources of funding. The cost of the unit would be circa £70,000 and would replace the existing toilet block. **Action: Td'A**
- Trees - Funding has been obtained through support provided by Chris Bibb at Lewes District Council for more Beech and oak trees in Beechwood Park and to provide a coppice in the south western corner of Beechwood Park.
- Disabled play equipment – KMcB will be investigating funding for new disable playground equipment. **Action: KMcB**

8. Any other business

(1) Christmas party – it was agreed that the party would be a little different this year and would include a light festival and dressing out the youth shelter as a santa's grotto. The meeting discussed funding and it was agreed that a max £1000 would be allocated from the Beechwood Hall budget for the event.

(2) Baby and toddler group – CH outlined the plans for the three pilot sessions and confirmed that the Parish Council have awarded a grant £250 to set up the group who would also, for the 3 pilot sessions, have free use of the hall.

(3) Digital support for senior residents – CH outlined the possibility of a training session to help elderly residents with the use of IT including Ipads and Iphones, social media, on line activities ie banking, shopping etc.

The meeting agreed that this would be an excellent idea but felt that perhaps it should be carried out as one of the Monday group activities in conjunction with the church – as this is attended by some of the elderly residents. It was agreed that CH would investigate further. **Action: CH**

(4) Applause theatre performance – CH informed the meeting that this would take place on Sunday 13 November and that we have managed to secure the event for only £400. The play is called 'Is that a bolt in your neck?'. There will be approx. 100 tickets/seats available for this free event and posters advertising the event would be available soon. CH would investigate Eventbrite for the allocation of tickets. **Action: CH**

(5) Wild flower planting at Beechwood - It was agreed to re-imburse Sarah Hughes for the purchase of wild flower seeds and bulbs at an approx. cost of £50.

The meeting ended at 8pm

Minutes prepared by Kevin Kingston – Clerk/RFO to Hamsey Parish Council

Registered charity number 206200

26 September 2022