



## BEECHWOOD HALL & RURAL PARK

### **Minutes of the AGM meeting of Hamsey Parish Council as sole trustee of Beechwood Hall and Rural Park,**

registered charity number 206200

Held virtually on Google Meets, on 9<sup>th</sup> July 2020 at 6.30pm.

**Present:** Cllr Tamsyn d'Arienzo (chair), Cllr Robert Baughan, Cllr Ian Ginn, Cllr Kate McBrown, Cllr Rachel Kelly, Keavy McBrown, Carolyn Henry, Mrs Natalie Kinch, clerk to HPC.

**Apologies:** Cllr Justin Harmer, Rachel Clifford, Jenni Toomey, Steve Toomey.

<b>07.20.1</b>	<p><b>Chair's welcome and Report</b></p> <p>Chair welcomes all present to the AGM of Hamsey Parish Council as Sole Trustees of Beechwood Hall and Rural park.</p> <p>Chair notes that the hall has probably seen the most changes over the last 12 months, with the handover from Rod Hearn as Chair Trustee, Mike Dodd resigning as Parish Councillor to seek other interests, Jenni Toomey resigning as Parish Clerk and Jane Holford resigning to pursue a career change and then the arrival of Covid-19.</p> <p>Chair thanked Cllr McBrown and Keavy for their extensive work in running the hall's booking service, dealing with enquiries, updating the website, updating the terms and conditions and keeping up to date with the new Government guidelines in order to think ahead regarding the reopening of the hall under the threat of Covid-19, whilst also recruiting for a new cleaner.</p> <p>Jenni leaving was anticipated but left a huge gap to fill, however Jenni left everyone well prepared after she departed but continues to help Steve where possible with the maintenance of the hall. Steve and Jenni are an amazing team and between them they always strive to seek further improvements on the running of the hall, which has significantly helped the Parish Council and all involved in running of the hall. Jenni has very kindly taken on the volunteer role of Beechwood Hall secretary.</p> <p>Chair thanks Rachel Clifford for all of her hard work and diligence in keeping the finances in such great order so we maintain the safety net at Beechwood Hall.</p> <p>Rachel has successfully applied for a Retail, Hospitality and Leisure Grant for the hall, after Cllr McBrown had been notified for the eligibility by Lewes District Council. This grant has significantly reduced the impact the hall closure has had on the bookings. Chair thanks Rachel for her investment and commitment to the hall and the wider community.</p> <p>Chair thanks Natalie for taking on more responsibility with the hall, dealing with the wind turbine repairs, insurance and Covid-19 risk assessments, playground safety checks and a whole myriad of other tasks.</p> <p>Chair thanks all Trustees: Cllr Ginn, Cllr Baughan, Cllr Harmer, Cllr Kelly and Cllr Kate.</p> <p>Chair gives thanks to Keavy for her dedication and hard work in stepping in to help source contractors,</p>
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	<p>offer advice and research guidance at a time when the guidance is so unclear.</p> <p>Chair thanks Cllr Kelly for offering to help keep the hall Legionnaire free with the regular flushing of the system on a regular basis to ensure all is safe.</p> <p>Chair states the team maybe small but we treat each other with respect, even when we don't always agree. This is the glue that keeps everyone together and everyone is very much appreciated for the part they play in keeping the hall running.</p> <p>Chair states key objectives from last year were outdoor gym equipment and bike facilities. The outdoor gym is in situ and working well. There are plans afoot for a designated bike area and a bottle filling station. The multi sports court is very popular with users of all ages and everyone seems to be very excited now the playground has reopened.</p> <p>Future plans for next year could include an all-weather track around the grounds of Beechwood Hall made from the same materials as the existing path, to make the grounds more accessible to everyone. The hope will be to set up a working group to help remove the hedges and bramble from the scrub land. Grants will need to be applied for to enable this project to go ahead. Without having Jenni's expertise to apply for grants, this is something that will need to be worked on collectively.</p> <p>To set up a working group of residents is a priority, any residents able to allocate some time to help in tasks such as clearing the brambles for the path, helping to co-ordinate events/ clubs, office base tasks like grant applications or anything in between such as project management. Please get in touch with any member of the Parish Council or the Parish Clerk to register your interest.</p> <p>In summary 2020 has been a very difficult and uncertain year but all have shown great resilience and pulled together where it matters.</p>
07.20.2	<p><b>Minutes of the meeting held 6<sup>th</sup> December 2019</b> – all in agreement they are a true record and signed by Chair.</p>
07.20.3	<p><b>Update on any matters arising from the last meeting:</b></p> <p>Chair notes from minute 4 of the meeting held 6<sup>th</sup> December 2019, that Mike Dodd would continue as Treasurer, however with Mike's resignation in March from the Parish Council, a new Treasurer will need to be appointed. Cllr Kelly asked what the Treasurer role entails. Chair gave a brief summary that the Treasurer is a volunteer role separate from the Financial provider that would check accounts and expenses on occasion. This shall be deferred until the next meeting in September where roles and responsibilities will be discussed.</p> <p>Cllr Baughan stated that Mike had an important role in dealing with the new Insurance policy with the change in the Parish Council's role as Sole Trustees of Beechwood Hall.</p>
07.20.4	<p><b>Presentation of annual accounts – Treasurer/ Financial Service Provider</b></p> <p>Rachel offered apologies for not being able to attend the meeting this evening, arising from unforeseen circumstances.</p> <p>All reports were sent over at the end of the financial year. All in excellent order.</p> <p>Rachel has stated in her report that there are no anticipated changes for the coming year in regards to incoming and outgoing expenditure, however under the current circumstances of Covid-19, it is difficult to predict the loss of earnings where the hall has been shut due to Government guidelines.</p> <p>Cllr Kelly asked whether the additional future plans for the bottle filling station, bike racks and access track are already accounted for. Chair replied that grants would need to be sought for the additional expenditure of these. The council will be receiving CIL money from the development at Bevernbridge but grants will also be applied for to cover the expenses.</p> <p>The Santander Account - £24,876 and total reserves £34,353 as end of March 2020.</p>

	Chair will seek an up to date statement on accounts from Rachel at the next meeting.
07.20.5	<b>Any other business</b> None
	Chair thanks everyone for attending the meeting.  Meeting ended: 6.50pm  No Further meetings have been scheduled at this time

Mrs. N. Kinch – Clerk to Hamsey Parish Council 10.07.20