

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

Minutes of the Sole Trustees meeting – Wednesday 8th February 2023

Attendance:

Cllr Tamsyn d'Arienzo (Td'A), Cllr Kate McBrown (KMcB), Cllr Lindy McKendrick (LMcK), Cllr Henry (CH), Kelly Penfold, Hall Manager (KP), Rachel Clifford, Treasurer (RC), Marie Owen (Parish Clerk/RFO) Notes.

Apologies: Cllr Jim Redwood, Cllr Caroline Croft, Cllr Daniel Pearson

1. Matters arising from the meeting held on 22 September 2022.

It was agreed that there were no matter arising or outstanding actions.

2. Budget for 2023/2024

Cllr Henry presented the budget and predicted income for the year 2023/2024.

Predicted income based on current bookings and estimated future booking is £26,000.

Maintenance works to the flooring, blinds, decoration and lighting is predicted to be £7525 but will be confirmed with further quotes from KP. When these quotes have been obtained, CH will sent out a new budget for approval, with a clear expenditure figure.

It was agreed that KP would go out for further quotes on the flooring and blinds and that the decoration would be booked in.

The fundraising target for 2023/2024 is £1000. Further monies will come from the retained holdings of approx. £25,000.

It was agreed that the heating temperature will be reduced by one degree to help with the electricity costs.

3. Other Finance Matters

RC to call PayPal to try and reduce the percentage taken on payments.

RC to look into the cost of QuickBooks.

MO to ask the Parish Council's internal auditor the price for an independent examination of the accounts.

KP will now ask all customers to pay by PayPal making reconciliation of the bank more straightforward.

4. Hall & Park Maintenance

This was covered in the budget section of the meeting. It was agreed that a longer term maintenance programme would be put together so that it can be clearly budgeted for.

5. Future Plans and Projects

The following were discussed with more details to follow.

Easter Trail 26th March 2023

Coronation Event – Friday light the beacon

Saturday live broadcasting of the Coronation and BBQ at the Blacksmiths Arms

Sunday BBQ at The Rainbow Pub.

Monday The Big Help.

Summer BBQ

Theatre Event – Pay what you can. CH to look into.

A Quiz evening with something else, cocktails, curry etc.

The Christmas Trail.

6. Any Other Business

Td'A is preparing grant applications for the changing spaces unit.

The date of the next meeting is to be confirmed.

08 February 2023

Registered charity number 206200