

HICKLING PLAYING FIELD OR RECREATION GROUND CHARITY MEETING

Date: 11th April 2018 *Venue:* Hickling Barn *Time:* 8 pm

PRESENT : Nick Baker, Brian Butcher, Louise Chicken, Chris Watkins, Gemma Scarborough, Maggie Prettyman, Viv Tallowin, Robin Slatter, Richard Booton, Shirley Sainsbury

Apologies: Lorraine Bennett, Harry Purnell, Harvey Gibbons,

Approval of Minutes: 26th February & 13th March 2018

Matters Arising: Noted that the new Yoga sessions not on website yet (CW).

Finance Matters: Financials were summarized by treasurer (LC), Reserves = c£20k, Improvement Fund = c£21k & current account c£7k. Year end accounts nearly ready for accountant.

Improvements inside the Barn: It was agreed not to go with the recent quote (£500+) for reverberation testing in the hall. After some discussion it was agreed to approach R Utting for further advice (NB) and to save on costs by doing some or all of the works by volunteers. It was also noted the foyer doors, a tap in ladies toilet & light in gents toilet all need attention. It was agreed to approach C Dedman to see if he would be willing to take on the role of 'Progress Tracer' of jobs outstanding around the hall. (SS)

Volunteers Evening – This proved to be a very successful and enlightening evening. Many good ideas were suggested and MP will be drafting a report to be circulated to all attendees. Volunteers felt valued with a good sense of community spirit. It was agreed to create a new 'role' of 'Volunteer Co-ordinator' to help all volunteers in their respective roles. Another evening to be arranged for anyone thinking of being a volunteer.

ROSPA Issues: The ROSPA report issues still outstanding, MP has trimmed trees, SS to order shackles for swings, NB ordered new bark. SS to collate all outstanding jobs in and around the hall ready for Saturday 12th May when the play area issues will also be addressed volunteers and a clean up in and around the barn. MP to put piece in news sheet.

Annual Parish meeting: CW to draft report for NB to deliver at APM.

GDPR: Due to new legislation a revamp of all Data management procedures to be undertaken for the charity including the gym. An update of email addressee's for their permission and all emails must use the blind copy box. New policy comes into force on the 26th May 2018.

Broadband Provider: RB has undertaken a review of our broadband provider and recommends we change to Plusnet which will save us over 50% on monthly charges. All were in agreement and RB will organize change over.

Items missed off agenda:

Trustee Reports BB has repaired the child locks on doors in corridor.

HG still waiting for information on line painting for badminton and edging to floor in various areas and quote for cupboards in changing room.

RS has recently attended the DBS course and has checked with Momentum and they are happy with our procedures.

Events Team minutes: Minutes 3rd April were summarised by MP, Race night raised £833, village show leaflets been distributed.

Health & Fitness 5 Year Business Plan: MP has drafted a new 5yr business plan for all activities that come under the umbrella of the gym, renamed Hickling Health & Fitness. In comparison with our start up plan we are doing extremely well but with more hours undertaken in the gym, this comes at a cost so more fund raising is required over the year. Also 2 new incentives are being introduced, 'Early Bird' 7-8am at £3 and Visitors Pass at £5, both per session.

AOB:

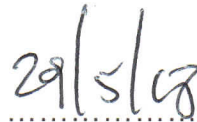
A wooden plaque with names of all funders for the capital cost of the hall be made for display in the Barn (RS)

Creative Arts East will be followed up by Nina Dufue, MP & SS, for ideas for shows at the Barn.

Signed

A handwritten signature in black ink, consisting of several loops and a long horizontal stroke.

Date

A handwritten date in black ink, reading "29/5/18".