

Minutes of HPFRG Trustees' Meeting 17.01.2022

Via Zoom

Present

Nick Baker, Shirley Sainsbury, Maggie Prettyman, Viv Tallwin, Louise Chicken, Claire Madden, Julie Wones, Harry Purnell, Eilish Rothney, Anne Holloway.

Shirley Sainsbury, Viv Tallwin and Anne Holloway were co-opted via email prior to this meeting

Election of Chairman Nick Baker was elected unanimously

Vice Chairman Harry Purnell was elected unanimously

Secretary Shirley Sainsbury was elected unanimously

Apologies - Gemma Scarborough,

Minutes of previous meeting Accepted as a true record.

Matters arising –

Amendment to include CW in item AOB

Finance

LC presented the current accounts.

Received £500 from Phoenix Trust for Community Garden project

Applied for Covid grant of £2000

Paid Plumber £210, Timber for Community Garden £1k, Ditch £1285

Total in bank £67,615, Reserves £20k, Improvement Fund £25k

LC confirmed the accounts have been received by the Charity Commission

AGM Debrief

There was a wide range of questions that were answered accordingly.

It was discussed whether more information should be available on the website in relation to how the charity operates.

A detailed survey, via SurveyMonkey, is being undertaken and will be sent out with the Hickling Herald for February's edition. This will allow all residents to give their views anonymously as to how they see the future activities at The Barn and importantly, give people the chance to volunteer with events going forward.

MP to circulate

Covid Issues

Everyone has worked hard to keep the barn open during this pandemic and we continue to change our rules to meet government guidelines. At the moment no changes are required to our current arrangements

Correspondence None

Fund Raising + Events 2022

The Queen's Platinum Anniversary (2/4th June) discussion is taking place 18th January with the Parish Council for jointly managed events.

Proposed that the Strawberry Fair will take place that weekend along with other activities.

Gym Quiz night has been postponed due to covid.

Burns Night cancelled due to covid.

Village show on the 23/24th July will be same format as 2021.

Fireworks scheduled for Sunday 6th November. Issues around crowd control to be discussed. Action NB Grant applications will continue where we can make applications – building works (below) may provide an opportunity.

Once the dates for the main fundraising events are confirmed, it's really important that Trustees make the effort to help wherever possible.

Health & Safety Update

Some plumbing work been undertaken in changing rooms to reduce Legionella risk. This is ongoing and there may be a small leak in the system

Play area RoSPA check is outstanding, SS to source another inspector as our original inspector is unavailable.

Covid, all RA's and information are up to date.

Maintenance/Works Programme

Wider programme of building works, inc. roof repair, joinery, south facing barn doors, ventilation system are being looked at as one contract, with quotes for all works are in hand.

An additional quote for a meeting room above the kitchen is in hand for potential future discussions.

Planning and building control approval will be checked as we progress.

Grassing on top of the recently dug out ditch to be seeded when weather permits.

Community Orchard Phase 2, only 5 trees have been delivered with 25 outstanding, due to weather conditions, a date for planting TBA.

NB trying to source hedging plans for that area from Cllr Price at NCC

The 2 conifers to be felled on the western end of the recreation ground is scheduled for the 16th March with chippings to be available for play area.

We need to arrange a wider work day around the above, maybe tying in with the community garden work.

Posts around the frontage of barn require some attention. NB looking at short term and longer term options

Community Garden

Half the timber for the raised beds has been delivered and two of the beds already in progress (NB to complete AH to finalise positioning).

Funding actively being sought from PC (15 Feb) and others, with a grant from the Phoenix Trust of £500 already received.

A core of volunteers has been sourced.

Seedy Saturday event being arranged for Sat 5th February.

Trustees Roles, reports, other support, expectations

The secretarial role to be divided into two sections, with additional support for the Secretary now sourced and a handover to complete. NB/SS to arrange

Discussion took place whether more support is required for the bookings clerk role, which includes showing prospective hirers of the barn around.

Communications/website requests will still be undertaken by CW.

Consultation/questionnaire in progress (see AGM debrief) MP to action

5 year Business Plan – Pre discussion in March, April Meeting date TBA

AOB

Secretary to undertake review of trustee's best day for monthly meetings.