

MINUTES OF THE HDCC COMMITTEE MEETING HELD AT AILSA, WAGHORNS LANE, HADLOW DOWN ON THURSDAY NOVEMBER 21ST 2024 at 7.30pm

PRESENT: Mandy Chapman (MC) Bob Lake (BL) Rob Prall (RP) Sarah Prall (SP) Fiona Shafer (FS) Janet Tourell (JT) Glenys Lake (GL)- Minutes

1.APOLOGIES – were received from Pete Strevens and John Thompson

2.MINUTES OF LAST MEETING HELD ON SEPTEMBER 10th 2024: These were signed as correct.

3.MATTERS ARISING FROM THE MINUTES: There were none.

4.TREASURER’S REPORT: A copy of the treasurer’s report had been forwarded prior to the meeting. (attached).

5.FEEDBACK ON HDCC ADVISORY GROUP MEETING HELD ON SEPTEMBER 24TH 2024

MC, SP had attended the meeting. FS, in her capacity as a member of the Advisory Group, representing the Playing Field, was also present. It was felt that in terms of the agenda, the meeting had been satisfactory, although SP felt that apart from the HDCC five year plan most of the agenda was irrelevant. Discussion followed on the role of the Advisory Group and its Terms of Reference. It was agreed that the Advisory Group should be there to advise, not scrutinise.

ACTION:It was agreed that BL should contact Michael Lunn (Chair of the Parish Council) to request a closed meeting of the Advisory Group, so that HDCC’S concerns could be raised and an open and frank discussion on the role of the Advisory Group and its Terms of Reference could be held.

A copy of the Building Regulations had been requested by the Advisory Group for its next meeting on Tuesday November 26th. BL, having checked with Mike Barber, the architect, stated that these were not needed until the commencement of the building of the new hall.

RP suggested that in future, HDCC should draft the agenda for Advisory Group meetings, or that the agenda should be jointly prepared.

MC had drafted HDCC’s potential responses to the questions asked at the Advisory Group meeting which she and SP had attended on September 24th and distributed draft copies for discussion.

ACTION: It was agreed that MC would re- draft and circulate these for feedback from committee members, prior to presentation to the Advisory Group at its next meeting on November 26th 2024. A copy of the subsequently amended version is attached.

6.LEASE AND FUTURE GOVERNANCE:

MC distributed copies of a document showing four potential models of the lease, which could be adopted (Copy attached). No major fundraising applications could be made until the lease and governance had been established. MC and SP talked attendees through the four potential models of the lease and future governance, outlining the pros and cons of each. Model four clearly emerged as the preferred option. FS endorsed this by saying that option four would be less of a risk to the Playing Field. This would involve the Parish Council in creating a new lease, the process being that HDCC would write to the Parish Council requesting the taking on of the lease for the lower field.

The Parish Council would then write to the Playing Field Committee to inform them of HDCC's request. The process would be speedier if both parties, HDPFA and HDCC were to share the same trustees.

SP produced a diagram showing areas of the the Playing Field. She had identified that there was some confusion concerning the existing lease between the Playing Field and the Parish Council. As far as she could tell, the lower field site, (land purchased from the diocese) was not included. If this is the case, the matter becomes very straightforward. The Parish Council needs to re-visit the current lease to establish the exact position.

FS thanked MC and SP for their excellent piece of work and SP thanked FS for her collegiate approach to liaising over the matters of the lease and future governance.

ACTION: BL to write to Michael Lunn and Vicky Rutt to request a closed meeting, both to clarify the mutual understanding of the lease diagram, the four lease options and to establish the way forward for the Advisory Group.

7.FUNDRAISING:

SP thanked the local fundraising team group representatives (JT and GL)for the small amounts that had continued to flow into the HDCC account, as a result of the local events which the group had run throughout the year.

Going forward, there needed to be evidencing of fundraising in order to secure matched funding. Sponsors logos would appear on all HDCC documentation.

BL mentioned that Peter Slender would be undertaking the planned mechanical and electrical design work and that Terry Sullivan would be carrying out QS work at cost.

FS had met with a branch manager of Charles Century Estate Agents who could be a useful contact possibly for technical drawings.

SP had prepared a Risk Assessment based on the Charity Commission model. (Copy attached)

AOB:

As progress has now been made and evidenced, the setting up of working team sub- groups, targeting new recruits, will take place. (Copy of proposed working teams attached) The launch, comprising a social event, will be held on Friday January 24that The New Inn, with the first round of drinks to be paid for. RP said that all members of the HDCC Committee should attend.

DATE OF NEXT MEETING: Monday December 9th at The Gate House, Stockland Lane at 7.30pm

