

## HADLOW DOWN COMMUNITY CENTRE

### Minutes of Committee Meeting on Friday, 15<sup>th</sup> February at Gill Hope Farm 7.30 pm

1. **PRESENT:** Bob Lake, Fiona Shafer, John Thompson, Janet Tourell  
**APOLOGIES:** Rachel Lewis and Sarah Prall
2. **MINUTES OF MEETING ON 20.12.2018:** Were agreed as a true and accurate record and signed
3. **MATTERS ARISING:**  
Item 8: BL to send Katherine Hodges email to JT  
Re. RL sending Gift Aid information to BL **ACTION:** FS to ask Michelle at the Nepal Charity (CTAS) about Gift Aid.
4. **TREASURER'S REPORT:** JThom to send figures to Committee members.
5. **PLANNING CONSULTATION, PUBLIC GUIDANCE AND DISTRIBUTION:**

[a]The Committee discussed the comments made by East Sussex County Council re the Monson Engineering report by Grant Leslie regarding drainage from the Playing field and the culvert it goes into; the Parish Council had also been concerned about this.

BL said that he didn't know where the culvert drains to but would find out.

**ACTION:** BL to contact Paul James re the drainage ditch and pipe.

FS suggested looking at the technical report provided by TGMS Ltd with regard to the drainage outflow ; this element of the report could be shared with ESCC.

It was thought by the Committee that the original now defunct ditch should be the responsibility of R.Thorpe.

BL offered to meet with Grant Leslie to sort out the problem – the committee agreed.

[b]Discussion re 'guidance' leaflet for planning consultation took place and FS had followed the process it to check on its suitability and effectiveness and this met with her approval. Sarah Prall now has a copy of the leaflet and will tidy it up.

[c] Distribution: 500 copies will be printed.

The School will distribute as well as members of the committee and volunteers.

The map of the village was consulted and it was agreed that:

- FS to do both upper Wilderness Lanes to the fork and south side of Main Road including Wilderness Wood;
- Lally Drake to cover Lower Wilderness Lane and Sarah Prall to cover Tinkers Lane and Riverside;
- Glenys Lake and BL to do School Lane, Hut Lane, Hall Lane, Standen Mews, Wheelers Lane, Brickkiln Lane, Criers Lane, St.Marks Field and Waghorns Lane;
- JThom to do the A267 and the end of the A272 to Tinkers Lane and Dog Kennel Lane;
- JT to do Main Road from The Grange to The Toll and Five Chimneys Lane;

**ACTION:** Nigel and Carole Harrison to be asked if they could distribute from The Toll to Rosers Common and then Shepherd's Hill

Also Sarah and Lally to be asked if they could find someone to distribute in Stocklands Lane, Hastingford, Stonehurst Lane and Huggetts Furnace.

Surplus copies if any to be given to the New Inn, the Village Hall, the Church and Buxted Station.

**ACTION:** Copies of the leaflet to be emailed to the Hort Soc members, Bowls Club and any Hall-hirers

## **6. ARRANGEMENTS FOR THE AGM:**

JThom to meet with Sarah Prall re presentation of BL report and accounts for the AGM

Both reports to be submitted to the Charity Commission later in the year

BL reported that Peter Haining, the independent examiner, had given his services free – many thanks from the Committee to him.

It was agreed by the Committee to supply cheese and wine for refreshments.

## **7. LOTTERY:**

BL and JThom said that new updated forms were needed

**ACTION:** BL to have 200 copies printed.

JT said that she felt we needed more publicity on Facebook. **ACTION:** Sarah Prall to be consulted?

FS suggested giving away 'free' numbers? However BL said that we just needed to plug the need for the Lottery harder he suggested contacting Dan and Emily in Wilderness Wood to see if they would take forms.

**ACTION:** JT or BL to consult them when outcome of planning application known.

## **8. ANY OTHER BUSINESS:** FS said that we need to minute that Nicola Jones has resigned – duly noted!

JT brought up the subject of official headed notepaper. This was discussed by the Committee and the need for the registered charity number to be on it and any grant-giving bodies to be acknowledged.

**ACTION:** Sarah Prall to be asked if she could design a heading.

BL discussed the future structure of the Committee to include Design & Build, local Fund-Raising and Marketing, Publicity and Promotion subgroups.

FS suggested that perhaps in the future a percentage of funds raised by other organisations in the village should go to the New Community Centre?

## **9. Next Meeting: 22.3.19 at Fiona Shafer's in Wilderness Lane.**

Meeting closed at 9.30 pm